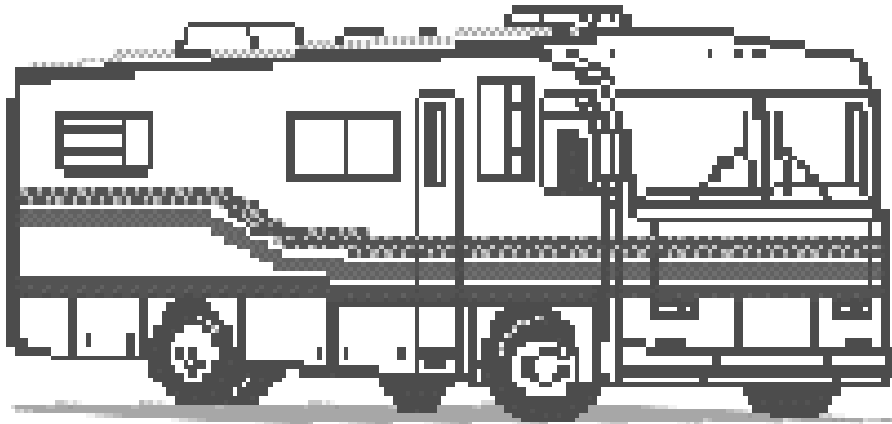


SPRING/SUMMER 2002

PARK GATE ATTENDANT SERVICES REQUEST FOR QUOTATIONS



NOTE: Read this Solicitation in its entirety prior to submitting your bid.
You are responsible for adhering to all applicable requirements as outlined herein.

DEPARTMENT OF THE ARMY
U S ARMY ENGINEER DISTRICT, MOBILE
www.sam.usace.army.mil

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NO.		PAGE 1 OF 2											
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NO.		5. SOLICITATION NO. DACW01-02-Q-0001		6. SOLICITATION ISSUE DATE 28 November 2001									
7. FOR SOLICITATION INFORMATION CALL				a. NAME PHILOMENIA Y. KLOPNER		b. TELEPHONE NO. <i>(No collect calls)</i> (251) 441-5519		8. OFFER DUE DATE/LOCAL TIME 28 December 2001									
9. ISSUED BY U S ARMY ENGINEERS DISTRICT-MOBILE DISTRICT CONTRACTING DIVISION (CESAM-CT) (109 ST. JOSEPH ST. 36602) P.O. BOX 2288 MOBILE, AL 36628-0001 TEL: 251-441-5519 FAX: 251-441-5765				10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: 100 % FOR X SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUSINESS <input type="checkbox"/> 8(A) SIC: 7033 NAICS: 721211 SIZE STD: \$5.0 M		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30 Days									
						13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)											
						13b. RATING											
						14. METHOD OF SOLICITATION X RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP											
15. DELIVER TO				CODE		16. ADMINISTERED BY				CODE							
17a. CONTRACTOR/ OFFEROR				CODE		FACILITY CODE		18a. PAYMENT WILL BE MADE BY				CODE					
TELEPHONE NO.				17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM (SEE BLOCK 15)											
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/SERVICES				21. QUANTITY		22. UNIT		23. UNIT PRICE		24. AMOUNT					
		*30a. SIGNATURE OF OFFEROR/CONTRACTOR															
		30b. NAME AND TITLE OF SIGNER <i>(TYPE OR PRINT)</i> 30c. DATE SIGNED															
		Park Gate Attendant Contractor (1 of 2)															
		*** SEE ATTACHED SCOPE OF WORK *** <i>(Attach Additional Sheets as Necessary)</i>															
25. ACCOUNTING AND APPROPRIATION DATA								26. TOTAL AWARD AMOUNT <i>(For Govt. Use Only)</i>									
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.																	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.																	
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>1</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. <input checked="" type="checkbox"/>								29. AWARD OF CONTRACT: REFERENCE _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: <input type="checkbox"/>									
*30a. SIGNATURE OF OFFEROR/CONTRACTOR								See item "20." above for 1 of 2 SIGNATURE									
30b. NAME AND TITLE OF SIGNER <i>(TYPE OR PRINT)</i> Park Gate Attendant Contractor (2 of 2)								30c. DATE SIGNED		31a. UNITED STATES OF AMERICA <i>(SIGNATURE OF CONTRACTING OFFICER)</i>							
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED								33. SHIP NUMBER <input type="checkbox"/> PARTIAL		34. VOUCHER NUMBER		35. AMOUNT VERIFIED CORRECT FOR					
32b. SIGNATURE OF AUTHORIZED GOVT REPRESENTATIVE								32c. DATE		36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/>							
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT								38. S/R ACCOUNT NO.		39. S/R VOUCHER NO.		40. PAID BY					
								42a. RECEIVED BY <i>(Print)</i>				42b. RECEIVED AT <i>(Location)</i>		42c. DATE REC'D <i>(YY/MM/DD)</i>		42d. TOTAL CONTAINERS	
								41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE							

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (VRS), Office of Federal Acquisition Policy, GSA, Washington, DC 20405.

OMB No.: 9000-0136
Expires: 09/30/98

PLEASE IDENTIFY EACH PAGE OF THIS QUOTATION WITH YOUR NAME. THIS IS VERY IMPORTANT FOR IDENTIFICATION PURPOSES.

PLEASE SEE ATTACHED "SPECIFIC RECREATION AREA JOB DESCRIPTION" SHEETS FOR PARK GATE ATTENDANT POSITIONS. ALSO, THE NAME AND TELEPHONE NUMBER FOR A POINT OF CONTACT WILL BE INDICATED ON THE "SPECIFIC RECREATION AREA JOB DESCRIPTION" SHEETS. A DAILY BID AMOUNT MUST BE ENTERED IN THE "UNIT PRICE" SPACE. MULTIPLY YOUR UNIT PRICE (DAILY RATE) BY THE NUMBER OF "DAYS" TO OBTAIN THE "TOTAL PRICE". BIDS MUST BE IN **WHOLE DOLLAR AMOUNTS. IMPORTANT: A BID MUST BE ENTERED FOR EACH PARK ATTENDANT POSITION IN WHICH YOU ARE INTERESTED.** ATTACHED "SPECIFIC RECREATION AREA JOB DESCRIPTION" SHEETS INDICATE DETAILS ON WORK HOURS, DESCRIPTION OF DUTIES AND FACILITIES, AND LAST YEAR'S DAILY BID PRICE OR A GOVERNMENT ESTIMATE FOR THAT SITE. **IMPORTANT: PLEASE BE SURE TO FILL IN AND RETURN YOUR CONTRACTOR DATA SHEET WHEN YOU SUBMIT YOUR BID(S).** **PLEASE NOTE!! SURETY BONDS (ORIGINAL WITH SEAL) FOR PARK GATE ATTENDANT CONTRACTORS MUST BE ON FILE IN THIS OFFICE BEFORE COMMENCEMENT OF WORK.** ADDITIONAL INFORMATION REGARDING BONDING WILL BE ATTACHED TO THE INFORMATION SHEET THAT WILL BE SENT OUT WITH EACH BID PACKAGE. ALSO, THE DOLLAR AMOUNT FOR A BOND FOR EACH PARK SITE WILL BE INDICATED ON THE "SPECIFIC AREA JOB DESCRIPTION" SHEET FOR THAT PARTICULAR POSITION.

SPRING/SUMMER 2002 PARK GATE ATTENDANT INFORMATION U.S. ARMY ENGINEER DISTRICT, MOBILE

The following information will apply for the 2002 Summer Park Gate Attendants. There will be a total of **139** Park Gate Attendant positions that will let for bid. They are as follows:

Alabama River Lakes will have 14 Park Gate Attendant Positions.

Allatoona Lake will have 30 Park Gate Attendant Positions.

Bay Springs Lake will have 8 Park Gate Attendant Positions.

Black Warrior & Tombigbee Lakes will have 12 Park Gate Attendant Positions.

Carters Lake will have 8 Park Gate Attendant Positions.

Lake Sidney Lanier will have 26 Park Gate Attendant Positions.

Okatibbee Lake will have 2 Park Gate Attendant Positions.

Lake Seminole will have 2 Park Gate Attendant Positions.

Tenn-Tom Waterway will have 11 Park Gate Attendant Positions.

Walter F. George will have 10 Park Gate Attendant Positions.

West Point Lake will have 16 Park Gate Attendant Positions.

PLEASE NOTE: Due to budget constraints for the operation of Government parks, it is requested that your “Best Possible Price” be quoted. Bids are due back into the Contracting Office by COB, Friday, 28 December 2001. This solicitation is also available on the Mobile District homepage at www.sam.usace.army.mil. All bids should be mailed to: U.S. Army Corps of Engineers, Mobile District, ATTN: Philomenia Y. Klopner (CT-S), P.O. Box 2288, Mobile, AL 36628-0001.

As an “Independent Contractor,” Park Gate Attendants are held responsible for complying with all the requirements set forth in this solicitation.

This solicitation includes a “**General Specification for Park Gate Attendant Services**”, individual “**Specific Recreation Area Job Description**”(s) for each Park Gate Attendant Position, and applicable “**Contract Clauses**” that relate to the contract bids. Okatibbee Lake has additional clauses (as indicated) that apply only to this location. **It is important that you carefully review and consider this information prior to submitting your quotes.** The “Specific Recreation Area Job Description” for each park/position will provide a point of contact for additional information and to arrange for a tour of the project. Additionally, the “Specified Recreation Area Job Description” provides information regarding the amount required for the Surety Bond for each particular Park Gate Attendant Position. Please review information regarding Surety Bond Requirements which includes some suggested sources for obtaining the bond. **Surety Bonds must be on file in this office BEFORE COMMENCEMENT OF WORK.**

PAGE 2 OF SPRING/SUMMER-2002 PARK GATE ATTENDANT INFORMATION

Please complete and return the “**Contractor Data Information**” sheet included with each “**Bid Schedule**” (RFQ Line Items) where you will indicate your bid amount. Please return these sheets along with the “**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS**” (STANDARD FORM 1449) on which **both Park Gate Attendant Contractors will complete items 30a., b., and c.** A bid must be entered for **each** Park Attendant Position in which you are interested. The amount per day that the Park Attendant Position went for on last year’s contract or a “Government Estimate” will be indicated on the “Specific Recreation Area Job Description” for that particular position.

Last...but “Most Important”...you are strongly urged to provide a telephone number where you may be reached on the date of: January 9th & 10th, 2002 for contract award. If attempts to reach you are unsuccessful, you may not receive a contract award for this Park Gate Attendant Cycle.

**PARK GATE ATTENDANT SERVICES
CONTRACTOR DATA INFORMATION
SPRING/SUMMER 2002**

COMPLETE AND RETURN WITH YOUR QUOTATION

NAME: HUSBAND: _____

WIFE: _____

HUSBAND: AGE _____ **SOCIAL SECURITY #:** _____ - _____ - _____

WIFE: AGE _____ **SOCIAL SECURITY #:** _____ - _____ - _____

PHONE NUMBER: (_____ **)** _____

PRESENT/FORMER (IF RETIRED) OCCUPATION:

HUSBAND: _____ **WIFE:** _____

CHILDREN AT HOME: NUMBER: _____ **AGES:** _____

HEALTH CONDITION: HUSBAND: _____

WIFE: _____

TYPE OF CAMPER TRAILER OR MOBILE HOME:

NUMBER OF YEARS OF CAMPING EXPERIENCE: _____

PREVIOUS EXPERIENCE AS PARK GATE ATTENDANTS: _____

IN THE EVENT THAT I RECEIVE AWARD, ISSUE PURCHASE ORDER TO:

NAME(As listed in CCR): _____

ADDRESS: _____

DATE: _____

ALABAMA RIVER LAKES BID SCHEDULE

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT SCHEDULE "A" Gunter Hill Campground, R. E. "Bob" Woodruff Lake Contract Period: 25 Feb 02 - 27 Feb 03	188		
0002 PARK ATTENDANT SCHEDULE "B" Gunter Hill Campground, R. E. "Bob" Woodruff Lake Contract Period: 25 Feb 02 - 28 Feb 03	185		
0003 PARK ATTENDANT SCHEDULE "A" Prairie Creek Campground, R. E. "Bob" Woodruff Lake Contract Period: 25 Feb 02 - 27 Feb 03	188		
0004 PARK ATTENDANT SCHEDULE "B" Prairie Creek Campground, R. E. "Bob" Woodruff Lake Contract Period: 25 Feb 02 - 28 Feb 03	185		
0005 PARK ATTENDANT SCHEDULE "A" Holy Ground Battlefield PK R.E. "Bob" Woodruff Lake Contract Period: 01 Apr 02 - 27 Sep 02	92		
0006 PARK ATTENDANT SCHEDULE "B" Holy Ground Battlefield PK R.E. "Bob" Woodruff Lake Contract Period: 01 Apr 02 - 30 Sep 02	92		
0007 PARK ATTENDANT SCHEDULE "A" Six Mile Creek Park, William "Bill" Dannelly Reservoir Contract Dates: 28 Mar 02 - 28 Sep 02	94		
0008 PARK ATTENDANT SCHEDULE "B" Six Mile Creek Park, William "Bill" Dannelly Reservoir Contract Dates: 28 Mar 02 - 30 Sep 02	93		
0009 PARK ATTENDANT SCHEDULE "A" Chilatchee Creek CG William "Bill" Dannelly Reservoir Contract Period: 01 Mar 02 - 27 Feb 03	188		
0010 PARK ATTENDANT SCHEDULE "B" Chilatchee Creek CG William "Bill" Dannelly Reservoir Contract Period: 05 Mar 02 - 28 Feb 03	185		
0011 PARK ATTENDANT SCHEDULE "A" Millers Ferry CG William "Bill" Dannelly Reservoir Contract dates: 01 Mar 02 - 27 Feb 03	188		
0012 PARK ATTENDANT SCHEDULE "B" Millers Ferry CG, William "Bill" Dannelly Reservoir Contract dates: 05 Mar 02 - 28 Feb 03	185		
0013 PARK ATTENDANT SCHEDULE "A" Isaac Creek Campground, Claiborne Lake Contract dates: 01 Mar 02 - 27 Feb 03	188		
0014 PARK ATTENDANT SCHEDULE "B" Isaac Creek Campground, Claiborne Lake Contract dates: 05 Mar 02 - 28 Feb 03	185		

ALLATOONA LAKE BID SCHEDULE

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT Blockhouse #2 Launching Ramp Contract Dates: 18 MAR – 23 SEP 2002	132		
0002 PARK ATTENDANT Cherokee Mills Launching Ramp Contract Dates: 18 MAR - 23 SEP 2002	128		
0003 PARK ATTENDANT SCHEDULE “A” Clark Creek North Campground Contract Dates: 01 APR - 03 SEP 2002	80		
0004 PARK ATTENDANT SCHEDULE “B” Clark Creek North Campground Contract Dates: 01 APR - 03 SEP 2002	80		
0005 PARK ATTENDANT “A” Clark Creek South Campground & Boat Ramp Contract Dates: 01 APR - 03 SEP 2002	80		
0006 PARK ATTENDANT “B” Clark Creek South Campground & Boat Ramp Contract Dates: 01 APR - 03 SEP 2002	80		
0007 PARK ATTENDANT Old Highway 41 #1 Ramp and Day Use Area Contract Dates: 10 APR - 03 SEP 2002	107		
0008 PARK ATTENDANT Old Highway 41 #2 Day Use Area Contract Dates: 10 APR - 03 SEP 2002	107		
0009 PARK ATTENDANT SCHEDULE “A” Old Highway 41 #3 Campground Contract Dates: 01 APR - 03 SEP 2002	80		
0010 PARK ATTENDANT SCHEDULE “B” Old Highway 41 #3 Campground Contract Dates: 01 APR - 03 SEP 2002	80		
0011 PARK ATTENDANT Galt’s Day Use Area & Ramp Contract Dates: 18 MAR - 23 SEP 2002	131		
0012 PARK ATTENDANT Kellogg Day Use Area Contract Dates: 10 APR - 03 SEP 2002	106		
0013 RELIEF PARK ATTENDANT Galt’s/Kellogg Road Day Use Areas Contract Dates: 10 APR - 03 SEP 2002	84		
0014 PARK ATTENDANT SCHEDULE “A” McKaskey Campground Contract Dates: 19 MAR - 03 SEP 2002	88		
0015 PARK ATTENDANT SCHEDULE “B” McKaskey Campground Contract Dates: 19 MAR - 03 SEP 2002	86		

ALLATOONA LAKE BID SCHEDULE

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0016 PARK ATTENDANT SCHEDULE "A" McKinney Campground Contract Dates: 19 MAR - 09 OCT 2002	104		
0017 PARK ATTENDANT SCHEDULE "B" McKinney Campground Contract Dates: 19 MAR - 09 OCT 2002	106		
0018 PARK ATTENDANT SCHEDULE "A" Payne Campground & Ramp Contract Dates: 19 MAR - 03 SEP 2002	88		
0019 PARK ATTENDANT SCHEDULE "B" Payne Campground & Ramp Contract Dates: 19 MAR - 03 SEP 2002	86		
0020 PARK ATTENDANT Proctor Park Day Use Area Contract Dates: 18 MAR - 23 SEP 2002	133		
0021 RELIEF PARK ATTENDANT Proctor Park/Dallas Road Day Use Areas Contract Dates: 10 APR - 03 SEP 2002	84		
0022 PARK ATTENDANT Dallas Road Day Use Area Contract Dates: 10 APR - 03 SEP 2002	106		
0023 PARK ATTENDANT SCHEDULE "A" Sweetwater Campground Contract Dates: 01 APR - 03 SEP 2002	80		
0024 PARK ATTENDANT SCHEDULE "B" Sweetwater Campground Contract Dates: 01 APR - 03 SEP 2002	80		
0025 PARK ATTENDANT Sweetwater Day Use Area Contract Dates: 10 APR - 03 SEP 2002	72		
0026 PARK ATTENDANT Tanyard Ramp/Blockhouse Ramp Relief Contract Dates: 10 APR - 03 SEP 2002	107		
0027 PARK ATTENDANT Upper Stamp Creek Campground Contract Dates: 01 APR - 03 SEP 2002	152		
0028 PARK ATTENDANT SCHEDULE "A" Victoria Campground Contract Dates: 19 MAR - 21 OCT 2002	136		
0029 PARK ATTENDANT SCHEDULE "B" Victoria Campground Contract Dates: 19 MAR - 03 SEP 2002	86		
0030 PARK ATTENDANT Victoria Ramp and Day Use Area Contract Dates: 10 APR - 03 SEP 2002	107		

**BAY SPRINGS LAKE
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT "A" BASE PERIOD Piney Grove Campground, Bay Springs Lake Contract Dates: 25 March 2002 - 10 November 2002	117		
0002 PARK ATTENDANT "A" OPTION PERIOD Piney Grove Campground, Bay Springs Lake Contract Dates: 24 March 2003 - 16 November 2003	120		
0003 PARK ATTENDANT "B" BASE PERIOD Piney Grove Campground, Bay Springs Lake Contract Dates: 25 March 2002 - 07 November 2002	114		
0004 PARK ATTENDANT "B" OPTION PERIOD Piney Grove Campground, Bay Springs Lake Contract Dates: 24 March 2003 - 14 November 2003	118		
0005 PARK ATTENDANT "A" BASE PERIOD Whitten Campground, Fulton Pool Contract Dates: 25 March 2002 - 10 November 2002	117		
0006 PARK ATTENDANT "A" OPTION PERIOD Whitten Campground, Fulton Pool Contract Dates: 24 March 2003 - 16 November 2003	120		
0007 PARK ATTENDANT "B" BASE PERIOD Whitten Campground, Fulton Pool Contract Dates: 25 March 2002 - 07 November 2002	114		
0008 PARK ATTENDANT "B" OPTION PERIOD Whitten Campground, Fulton Pool Contract Date: 24 March 2003 - 14 November 2003	118		
0009 PARK ATTENDANT SCHEDULE "A" Old Bridge Beach, Bay Springs Lake Contract Dates: 02 May 2002 - 08 Aug. 2002	48		
0010 PARK ATTENDANT SCHEDULE "B" Old Bridge Beach, Bay Springs Lake Contract Dates: 15 May 2002 - 02 Sept. 2002	52		
0011 PARK ATTENDANT SCHEDULE "A" Piney Grove Beach, Bay Springs Lake Contract Dates: 02 May 2002 - 08 August 2002	48		
0012 PARK ATTENDANT SCHEDULE "B" Piney Grove Beach, Bay Springs Lake Contract Dates: 15 May 2002 - 02 September 2002	52		

**BLACK WARRIOR & TOMBIGBEE LAKES – DEMOPOLIS/HOLT
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT SCHEDULE “A” Forkland Park Campground, Demopolis Lake Contract dates: 06 MAR – 05 OCT 2002	109		
0002 PARK ATTENDANT SCHEDULE “B” Forkland Park Campground, Demopolis Lake Contract dates: 06 MAR – 09 OCT 2002	109		
0003 PARK ATTENDANT SCHEDULE “A” Foscue Creek Park Campground, Demopolis Lake Contract dates: 06 MAR – 05 Oct 2002	109		
0004 PARK ATTENDANT SCHEDULE “B” Foscue Creek Park Campground, Demopolis Lake Contract dates: 06 MAR – 09 OCT 2002	109		
0005 PARK ATTENDANT SCHEDULE “A” Service Park Campground, Coffeetown Lake Contract dates: 06 MAR – 05 Oct 2002	109		
0006 PARK ATTENDANT SCHEDULE “B” Service Park Campground, Coffeetown Lake Contract dates: 06 MAR – 09 OCT 2002	109		
0007 PARK ATTENDANT SCHEDULE “A” Deerlick Creek Campground, Holt Lake Contract dates: February 26, 2002 - November 23, 2002	139		
0008 PARK ATTENDANT SCHEDULE “B” Deerlick Creek Campground, Holt Lake Contract dates: February 26, 2002 - November 24, 2002	135		
0009 PARK ATTENDANT SCHEDULE “A” Rocky Branch Park, Lake Holt Contract dates: March 29, 2002 – September 11, 2002	85		
0010 PARK ATTENDANT SCHEDULE “B” Rocky Branch Park, Lake Holt Contract dates: March 29, 2002 – September 15, 2002	85		
0011 PARK ATTENDANT SCHEDULE “A” Lock-16 Park, Lake Holt Contract dates: February 28, 2002 – September 28, 2002	110		
0012 PARK ATTENDANT SCHEDULE “B” Lock-16 Park, Lake Holt Contract dates: February 28, 2002 – September 30, 2002	107		

**CARTERS LAKE
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT SCHEDULE Damsite/Roving Fee Collector - Carters Lake Contract Dates: April 4 – September 2, 2002	69		
0002 PARK ATTENDANT SCHEDULE “A” Harris Branch Park - Carters Lake Contract Dates: May 2 – July 29, 2002	61		
0003 PARK ATTENDANT SCHEDULE “B” Harris Branch Park - Carters Lake Contract Dates: May 2 – September 2, 2001	64		
0004 PARK ATTENDANT SCHEDULE “A” Doll Mountain Campground Carters Lake Contract Dates: April 1 – October 25 2002	108		
0005 PARK ATTENDANT SCHEDULE “B” Doll Mountain Campground Carters Lake Contract Dates: April 1 – October 27 2002	106		
0006 PARK ATTENDANT SCHEDULE “A” Woodring Branch Campground Carters Lake Contract Dates: April 1 – October 25, 2002	108		
0007 PARK ATTENDANT SCHEDULE “B” Woodring Branch Campground Carters Lake Contract Dates: April 1 – October 27, 2001	106		
0008 PARK ATTENDANT SCHEDULE Northbank/Roving Fee Collector - Carters Lake Contract Dates: May 3 - October 28, 2002	66		

**LAKE SIDNEY LANIER
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 Park Attendant Schedule "A" Bald Ridge Campground, Lake Sidney Lanier Contract Dates: 02/18/02 thru 11/17/02	140		
0002 Park Attendant Schedule "B" Bald Ridge Campground, Lake Sidney Lanier Contract Dates: 02/18/02 thru 11/12/02	135		
0003 Park Attendant Schedule "A" Bolding Mill Campground, Lake Sidney Lanier Contract Dates: 03/19/02 thru 09/09/02	85		
0004 Park Attendant Schedule "B" Bolding Mill Campground, Lake Sidney Lanier Contract Dates: 03/22/02 thru 09/09/02	89		
0005 Park Attendant Schedule "A" Chestnut Ridge Campground, Lake Sidney Lanier Contract Dates: 03/19/02 thru 09/09/02	85		
0006 Park Attendant Schedule "B" Chestnut Ridge Campground, Lake Sidney Lanier Contract Dates: 03/22/02 thru 09/09/02	89		
0007 Park Attendant Schedule "A" Duckett Mill Campground, Lake Sidney Lanier Contract Dates: 03/19/02 thru 09/9/02	85		
0008 Park Attendant Schedule "B" Duckett Mill Campground, Lake Sidney Lanier Contract Dates: 03/22/02 thru 09/09/02	89		
0009 Park Attendant Schedule "A" Old Federal Campground, Lake Sidney Lanier Contract Dates: 02/18/02 thru 11/17/02	140		
0010 Park Attendant Schedule "B" Old Federal Campground, Lake Sidney Lanier Contract Dates: 02/18/02 thru 11/12/02	135		
0011 Park Attendant Schedule "A" Sawnee Campground, Lake Sidney Lanier Contract Dates: 03/19/02 thru 09/09/02	185		
0012 Park Attendant Schedule "B" Sawnee Campground, Lake Sidney Lanier Contract Dates: 03/22/02 thru 09/09/02	89		
0013 Park Attendant Schedule "A" Shady Grove Campground, Lake Sidney Lanier Contract Dates: 03/19/02 thru 09/09/02	85		

**LAKE SIDNEY LANIER
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0014 Park Attendant Schedule "B" Shady Grove Campground, Lake Sidney Lanier Contract Dates: 03/22/02 thru 09/09/02	89		
0015 Park Attendant Schedule "A" Shoal Creek Campground, Lake Sidney Lanier Contract Dates: 03/19/02 thru 09/09/02	85		
0016 Park Attendant Schedule "B" Shoal Creek Campground, Lake Sidney Lanier Contract Dates: 03/22/02 thru 09/09/02	92		
0017 Park Attendant Schedule "A" Buford Dam Park Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	81		
0018 Park Attendant Schedule "B" Buford Dam Park Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	82		
0019 Park Attendant Schedule "A" Little Hall Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	75		
0020 Park Attendant Schedule "A" Lanier Park Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	81		
0021 Park Attendant Schedule "B" Lanier Park Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	82		
0022 Park Attendant Schedule "A" Van Pugh North Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	81		
0023 Park Attendant Schedule "B" Van Pugh North Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	90		
0024 Park Attendant Schedule "A" Van Pugh South Day Camp, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	53		
0025 Park Attendant Schedule "A" West Bank Park Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	92		
0026 Park Attendant Schedule "B" West Bank Park Day Use, Lake Sidney Lanier Contract Dates: 04/02/02 thru 09/09/02	90		

**OKATIBBEE LAKES
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT SCHEDULE "A" Twitley Branch Campground (prime) Contract dates: - 01 MARCH 2002- 30 SEPT 2002	125		
0002 PARK ATTENDANT "A" OPTION YEAR Twitley Branch Campground (prime) Contract dates: 01 MARCH 2003- 30 SEPT 2003	124		
0003 PARK ATTENDANT "B" Twitley Branch CG (relief)/Collinsville DU Area Contract date: 01 MARCH 2002- 30 SEPT 2002	128		
0004 PARK ATTENDANT "B" OPTION YEAR Twitley Branch CG (relief)/Collinsville DU Area Contract date: 01 MARCH 2003- 30 SEPT 2003	129		

**LAKE SEMINOLE
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT SCHEDULE "A" Eastbank Campground, Lake Seminole Contract dates: 03/01/2002-09/28/2002	108		
0002 PARK ATTENDANT SCHEDULE "B" Eastbank Campground Contract dates: 03/05/2002-09/30/2002	106		

**TENNESSEE-TOMBIGBEE WATERWAY
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 BASE YEAR PARK ATTENDANT "B" Blue Bluff Campground, Aberdeen Lake Contract dates: Feb. 20, 2002 - October 31, 2002	128		
0002 BASE YEAR, OPTION MONTH "B" Blue Bluff Campground, Aberdeen Lake Contract dates: November, 2002	18		
0003 OPTION YEAR PARK ATTENDANT "B" Blue Bluff Campground, Aberdeen Lake Contract dates: Feb. 24, 2003 - October 31, 2003	126		
0004 OPTION YEAR, OPTION MONTH "B" Blue Bluff Campground, Aberdeen Lake Contract dates: November, 2003	18		
0005 BASE YEAR PARK ATTENDANT "B" Cochrane Campground, Gainesville Lake Contract dates: Feb. 20, 2002 - October 31, 2002	128		
0006 BASE YEAR, OPTION MONTH "B" Cochrane Campground, Gainesville Lake Contract dates: November, 2002	18		
0007 OPTION YEAR PARK ATTENDANT "B" Cochrane Campground, Gainesville Lake Contract dates: Feb. 24, 2003 - October 31, 2003.	125		
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**TENNESSEE-TOMBIGBEE WATERWAY
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0016 OPTION YEAR, OPTION MONTH "B" DeWayne Hayes Campground, Columbus Lake Contract dates: November, 2003	18		
0017 BASE YEAR PARK ATTENDANT "A" Pickensville Campground, Alliceville Lake Contract dates: Feb. 20, 2002 - October 28, 2002	129		
0018 BASE YEAR, OPTION MONTH "A" Pickensville Campground, Alliceville Lake Contract dates: November, 2002	18		
0019 OPTION YEAR SCHEDULE "A" Pickensville Campground, Alliceville Lake Contract dates: Feb. 24, 2003 - October 30, 2003.	129		
0020 OPTION YEAR, OPTION MONTH "A" Pickensville Campground, Alliceville Lake Contract dates: November, 2003	18		
0021 BASE YEAR PARK ATTENDANT "B" Pickensville Campground, Alliceville Lake Contract dates: Feb. 20, 2002 - October 31, 2002	128		
0022 BASE YEAR, OPTION MONTH "B" Pickensville Campground, Alliceville Lake Contract dates: November, 2002	18		
0023 OPTION YEAR PARK ATTENDANT "B" Pickensville Campground, Alliceville Lake Contract dates: Feb. . 24, 2003 - October 31, 2003	126		
0024 OPTION YEAR, OPTION MONTH "B" Pickensville Campground, Alliceville Lake Contract dates: November, 2003	18		
0025 BASE YEAR PARK ATTENDANT "A" Town Creek Campground, Columbus Lake Contract dates: Feb. 20, 2002 - October 28, 2002	129		
0026 BASE YEAR, OPTION MONTH "A" Town Creek Campground, Columbus Lake Contract dates: November, 2002	18		
0027 OPTION YEAR PARK ATTENDANT "A" Town Creek Campground, Columbus Lake Contract dates: Feb. 24, 2003 - October 30, 2003	129		
0028 OPTION YEAR, OPTION MONTH "A" Town Creek Campground, Columbus Lake Contract dates: November, 2003	18		
0029 BASE YEAR PARK ATTENDANT "B" Town Creek Campground, Columbus Lake Contract dates: Feb. 22, 2002 - October 31, 2002	128		
0030 BASE YEAR, OPTION MONTH "B" Town Creek Campground, Columbus Lake Contract dates: November, 2002	18		

**TENNESSEE-TOMBIGBEE WATERWAY
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0031 OPTION YEAR PARK ATTENDANT "B" Town Creek Campground, Columbus Lake Contract dates: Feb. . 24, 2003 - October 31, 2003	126		
0032 OPTION YEAR, OPTION MONTH "B" Town Creek Campground, Columbus Lake Contract dates: November, 2003	18		
0033 PARK ATTENDANT "A" BASE YEAR D. Hayes Day Use, Columbus Lake Contract dates: March 12, 2002-September 10, 2002	95		
0034 PARK ATTENDANT "A" OPTION YEAR D. Hayes Day Use, Columbus Lake Contract dates: March 12, 2003-September 10, 2003	95		
0035 PARK ATTENDANT "B" BASE YEAR D. Hayes Day Use, Columbus Lake Contract dates: March 12, 2002-September 14, 2002	95		
0036 PARK ATTENDANT "B" OPTION YEAR D. Hayes Day Use, Columbus Lake Contract dates: March 12, 2003-September 14, 2003	95		
0037 PARK ATTENDANT "B" BASE YEAR Columbus East Bank Day Use, Columbus Lake Contract dates: March 12, 2002-September 14, 2002	95		
0038 PARK ATTENDANT "B" OPTION YEAR Columbus East Bank Day Use, Columbus Lake Contract dates: March 12, 2003-September 14, 2003	95		

**WALTER F. GEORGE LAKE
BID SCHEDULE**

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT SCHEDULE "A" White Oak Campground Contract dates: 26 Feb 2002 – 30 Sep 2002	111		
0002 PARK ATTENDANT SCHEDULE "B" White Oak Campground Contract dates: 26 Feb 2002 – 28 Sep 2002	108		
0003 PARK ATTENDANT SCHEDULE "A" Cotton Hill Campground Contract dates: 26 Feb 2002 – 30 Sep 2002	111		
0004 PARK ATTENDANT SCHEDULE "B" Cotton Hill Campground Contract dates: 26 Feb 2002 – 28 Sep 2002	108		
0005 PARK ATTENDANT SCHEDULE "A" Hardridge Creek Campground Contract dates: 26 Feb 2002 – 30 Sep 2002	111		
0006 PARK ATTENDANT SCHEDULE "B" Hardridge Creek Campground Contract dates: 26 Feb 2002 – 28 Sep 2002	108		
0007 PARK ATTENDANT SCHEDULE "A" Bluff Creek Campground Contract dates: 26 Feb 2002 – 30 Sep 2002	111		
0008 PARK ATTENDANT SCHEDULE "B" Bluff Creek Campground Contract dates: 26 Feb 2002 – 28 Sep 2002	108		
0009 PARK ATTENDANT SCHEDULE Hardridge Day Use Area Contract dates: 27 Mar 2002 - 02 Sept. 2002	75		
0010 PARK ATTENDANT SCHEDULE Highland Park Day Use Contract dates: 27 Mar - 02 Sep 2002	75		

WEST POINT LAKE BID SCHEDULE

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0001 PARK ATTENDANT "A" Amity Campground, West Point Project Contract dates: 18 Mar 02 – 8 Sep 02	88		
0002 Option Year for Item 0001 Dates: 17 Mar 03 – 7 Sep 03	88		
0003 PARK ATTENDANT "B" Amity Campground, West Point Project Contract dates: 18 Mar 02 – 8 Sep 02	84		
0004 Option Year for Item 0003 Dates: 17 Mar 03 – 7 Sep 03	84		
0005 PARK ATTENDANT "A" Earl Cook Day Use Area, West Point Project Contract dates: 3 May 02 – 2 Sep 02	63		
0006 Option Year for Item 0005 Contract Dates: 2 May 03 – 1 Sep 03	63		
0007 PARK ATTENDANT "B" Earl Cook Day Use Area, West Point Project Contract dates: 3 May 02 – 2 Sep 02	61		
0008 Option Year for Item 0007 Contract Dates: 2 May 03 – 1 Sep 03	61		
0009 PARK ATTENDANT "A" Holiday Campground, West Point Project Contract dates: 11 Feb 02 – 22 Sep 02	112		
0010 Option Year for Item 0009 Dates: 10 Feb 03 – 21 Sep 03	112		
0011 PARK ATTENDANT "B" Holiday Campground, West Point Project Contract dates: 11 Feb 02 – 22 Sep 02	109		
0012 Option Year for Item 0011 Dates: 10 Feb 03 - 21 Sep 03	109		
0013 PARK ATTENDANT "A" R. Shaefer Heard Campground, West Point Project Contract dates: 11 Feb 02 – 30 Sep 02	116		
0014 Option Year for Item 0013 Dates: 10 Feb 03 – 30 Sep 03	116		
0015 PARK ATTENDANT "B" R. Shaefer Heard Campground, West Point Project Contract dates: 11 Feb 02 – 30 Sep 02	113		
0016 Option Year for Item 0015 Dates: 10 Feb 03 – 30 Sep 03	114		

WEST POINT LAKE BID SCHEDULE

Contractor Name: _____

RFQ LINE ITEM	DAYS	UNIT PRICE (Daily Rate)	TOTAL PRICE
0017 PARK ATTENDANT "A" Rocky Point Day Use Area, West Point Project Contract dates: 3 May 02 – 2 Sep 02	63		
0018 Option Year for Item 0017 Contract Dates: 2 May 03 – 1 Sep 03	63		
0019 PARK ATTENDANT "B" Rocky Point Day Use Area, West Point Project Contract dates: 3 May 02 – 2 Sep 02	61		
0020 Option Year for Item 0019 Contract Dates: 2 May 03 – 1 Sep 03	61		
0021 PARK ATTENDANT "A" Stateline Campground, West Point Project Contract dates: 18 Mar 02 – 2 Sep 02	84		
0022 Option Year for Item 0021 Dates: 17 Mar 03 – 1 Sep 03	84		
0023 PARK ATTENDANT "B" Stateline Campground, West Point Project Contract dates: 18 Mar 02 – 2 Sep 02	82		
0024 Option Year for Item 0023 Dates: 17 Mar 03 – 1 Sep 03	82		
0025 PARK ATTENDANT "A" Whitetail Ridge Campground, West Point Project Contract dates: 18 Mar 02 – 22 Sep 02	94		
0026 Option Year for Item 0025 Dates: 17 Mar 03 – 21 Sep 03	94		
0027 PARK ATTENDANT "B" Whitetail Ridge Campground, West Point Project Contract dates: 18 Mar 02 – 22 Sep 02	92		
0028 Option Year for Item 0027 Dates: 17 Mar 03 - 21 Sep 03	92		
0029 PARK ATTENDANT "A" Yellowjacket Day Use Area, West Point Project Contract dates: 3 May 02 – 2 Sep 02	63		
0030 Option Year for Item 0029 Contract Dates: 2 May 03 – 1 Sep 03	63		
0031 PARK ATTENDANT "B" Yellowjacket Day Use Area, West Point Project Contract dates: 3 May 02 – 2 Sep 02	61		
0032 Option Year for Item 0031 Contract Dates: 2 May 03 – 1 Sep 03	61		

ADDENDUM
SURETY BONDS FOR PARK GATE ATTENDANTS

1. Army regulations require contractors who collect fees to be fully bonded or insured to protect the Government against theft, misappropriation, or loss of Government funds under control of the contractors. The contractor is required to furnish the original bond and continuation certificate (if applicable) to the Contracting Officer (COR) in the amount enumerated in the contract specifications. If no amount is specified, a minimum of \$3,000.00 bond is required. (See attached list of Potential Bond Sources). **THE CONTRACTOR CANNOT BEGIN WORK UNTIL PROOF OF SUCH A BOND IS FURNISHED.**

2. Instead of furnishing a surety bond, the contractor has the following options:

a. Depositing certain United States bonds or notes in an amount equal to their par to the penal sum of the bond; or

b. Furnishing a certified or cashier's check, bank draft, post office money order, or currency, in the amount equal to the penal sum of the bond. Certified or cashier's checks, etc., shall be made payable to the **Finance and Accounting Officer** and mailed directly to the **U.S. Army Corps of Engineers, ATTN: Philomenia Y. Klopner, P.O. Box 2288, Mobile, AL 36628-0001. CERTIFIED MAIL IS RECOMMENDED.**

NOTE: Return of Cash bonds may take up to **60 days** to process after CT-S is notified in writing by the field office. Therefore, it is essential that notification be provided immediately after the final payment is authorized.

POTENTIAL BOND SOURCES

NOTE: Please be warned that this list is extremely limited and is provided only as a courtesy listing of some of the companies that may offer Surety Bonds of the type required for park attendant contracts. Other potential sources might be found by consulting your local yellow pages under “Bonds - Surety”. Another possible source is insurance companies and agencies. Be advised that the Corps of Engineers makes no warranties, explicit or implied as to the quality, reliability, and/or soundness of the companies on this list or services provided by them. It is the sole responsibility of individuals seeking bonds to establish the soundness of the company and/or services offered by them.

Insurance & Financial Mgmt Svc, Inc.
P.O. Box 1604
Aiken, SC 29801
POC: George Peterson
Ph. 803-648-2227

Galloway, Chandler, McKinney Insurance Co.
P.O. Box 9670
Columbus, MS 39705
Phone: 662-328-0492

Surety Group
1900 Emory Street
Atlanta, GA 30138
Ph: 404-352-8211

BDH Associate Inc
620 Hillcrest Rd, Suite 400
Lilburn, GA 30047
Ph: 770-564-2999

AAA Alabama Surety Brokers, Inc.
2 Office Park Circle
Birmingham, AL
Ph. 205-871-9399

Old Republic Surety Group
7610 Stemmons, Suite 400
Dallas, TX 75247

Ebert Agency, Inc.
222 W. Laurel Avenue
Foley, AL 36536
Ph. 205-943-2281

Williams Insurance Agency
34 Lafayette Square
LaGrange, GA
Ph. 706-882-5566

MOBILE DISTRICT, U.S. ARMY CORPS OF ENGINEERS

GENERAL SPECIFICATIONS FOR PARK GATE ATTENDANT SERVICES

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MOBILE DISTRICT, U.S. ARMY CORPS OF ENGINEERS GENERAL SPECIFICATIONS FOR PARK ATTENDANT SERVICES

I. GENERAL INFORMATION: The contractor must be a two (2) person team, at least 21 years of age, who are **both** physically and mentally capable of performing the duties specified here and in the enclosed **“Specific Recreation Area Job Description”**(s), for the duration of the contract, including option periods (when applicable). The contractor may also be referred to as Park Attendant(s) or Attendant(s), throughout this document.

Note: At locations utilizing the National Recreation Reservation Service (NRRS) and/or AUPS (Automated User Permit System), potential **contractors must possess basic computer skills** (ability to operate these pre-installed programs on a government-furnished computer, through the use of a keyboard or mouse). During an orientation session, all selectees will receive training on applicable programs and procedures, such as AUPS; Park Office (a Windows-based computer program for registering campers, tracking fees and processing reservations as part of the NRRS); and fee collection and processing through the use of a cash register and/or credit card machine.

At the conclusion of training, potential contractors will be required to demonstrate their ability to proficiently operate required computer programs and credit card equipment, as applicable. CONTRACTS WILL NOT BE AWARDED TO POTENTIAL CONTRACTORS WHO ARE UNABLE TO DEMONSTRATE PROFICIENCY AS REQUIRED.

Park Attendant services to be accomplished under this contract shall be in accordance with the provisions of these General Specifications and the enclosed **Specific Recreation Area Job Description** (s). Services include, but are not necessarily limited to, furnishing all labor, equipment, fuel, transportation, tools and supplies (except as otherwise noted herein as government furnished) necessary to provide the specified services for the duration of the contract period.

None of the services required by this contract shall be subcontracted.

Contractors are prohibited from unilaterally terminating, abandoning or prematurely ending any government contract still in effect in order to accept another government contract.

A. CONTRACTING OFFICER: The term “Contracting Officer” (COR) means the person having authority to enter into, administer or terminate contracts and make related determinations and findings. Contracting Officers are responsible for ensuring performance of all necessary actions for effective contracting, ensuring compliance with the terms of the contract and safeguarding interests of the United States in its contractual relationships.

B. WORK SCHEDULE & PARK HOURS: Contractors shall work according to the schedule and hours specified on the “Specific Recreation Area Job Description”, for which they bid and are awarded. The Operations Manager or his/her representative has the authority to change scheduled workdays and duty hours as deemed necessary; however, only the Contracting Officer may amend the total number of required workdays per week and/or the amount of "on duty" work hours. The Operations Manager or his/her representative will give the attendant at least a 24-hour notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes. During on-call hours of the schedule, at least one of the on duty attendants will be available to provide customer support as needed, including summoning medical or other emergency assistance and opening gates to allow those claiming an emergency to leave and/or allow emergency vehicles into the park.

C. REQUIRED ATTENDANCE AT ORIENTATION/TRAINING: All successful bidders will be required to attend orientation/training prior to the beginning of the contract, as specified in the “Specific Recreation Area Job Description”. Lunch is not provided. The session(s) will focus on the correct ways to issue user permits and receipts, collect and account for user fees, operate applicable computer equipment and programs, process credit card transactions, reserve facilities (if applicable), record pertinent data, and effectively deal with customers. An overview of contractor responsibilities and policies outlined in the contract and the Project’s Park Attendant Handbook will be presented. **NOTE: At the conclusion of training, potential contractors will be required to demonstrate their ability to proficiently operate required computer programs and credit card equipment, as applicable. CONTRACTS WILL NOT BE AWARDED TO POTENTIAL CONTRACTORS WHO ARE UNABLE TO DEMONSTRATE PROFICIENCY AS REQUIRED.**

D. PETS: Some of the recreation areas included in the requests for quotation do not allow pets; therefore, Park Attendants at such areas may be prohibited from having pets of any kind. No exceptions will be made, so it is important that you consult the “Specific Recreation Area Job Description” to determine each location’s policy, prior to bidding. Where pets are allowed, they may be restricted to the interior of Park Attendant’s living quarters. If allowed outside, pets shall be kept on a leash 6’ or less in length, or otherwise physically restrained, at all times. The Operations Manager will have the option of approving portable cages or containers for temporary (daytime) outdoor confinement of pets. All pets shall be confined or restrained in a manner that will prevent physical contact with visitors that might come to the Park Attendant’s living area or quarters for assistance. Pets shall not be allowed in or near the gatehouse (NO EXCEPTIONS). Park Attendants will be liable for any damage to government facilities, damage to park visitors’ property, or personal injuries caused by their pets. Park Attendants will be responsible for daily cleanup of their pet’s waste and disposing of the same in an approved sanitary manner. Where pets are allowed, they will be kept clean, free of foul odors, and have all vaccinations as required by the state laws in effect at the park’s location. Attendants are responsible for effectively controlling all pests or parasites

associated with pets. Failure to comply with these provisions could result in immediate termination of the contract.

II. GENERAL DUTIES: In addition to the general duties stated herein, other responsibilities and work are to be performed in accordance with the “Specific Recreation Area Job Description”. It is important to read these sheets before submitting bids, as they contain detailed information on park type(s), work schedules, work hours, additional required duties, and area-specific provisions and requirements. Okatibbee Lake also has special requirements for cleaning and maintenance of park facilities. Among generic tasks all Park Attendants may be required to perform are: providing information and assistance to customers, conducting inspection tours of the park and its facilities, controlling visitor access to the park; opening and closing gates, monitoring visitor compliance with visitation and quiet hours, issuance of user permits, reserving sites and facilities, posting reservation signs, registration of campers and visitors if applicable, and collection and remittance of a variety of user fees in accordance with the “Specific Recreation Area Job Description”. All work shall be performed to the satisfaction of the Contracting Officer or his/her authorized representative.

A. VISITOR ASSISTANCE AND PUBLIC RELATIONS: The primary role of Park Attendants is to courteously assist visitors, and their secondary role is to tactfully and respectfully inform customers of the rules and regulations in an attempt to gain compliance. Park Attendants are not rule and regulation enforcement personnel and shall not argue with, threaten, or badger uncooperative visitors. Nor will attendants attempt to detain or apprehend violators or conduct searches of people or personal property. Park Attendants shall perform their duties with professionalism befitting a public servant and the Corps of Engineers. Contractors will not use profanity in dealing with the public, project personnel, or other contractors. Within the context of Corps policies and regulations, Attendants will provide for the needs of our visiting public and act as public relations representatives for the Corps of Engineers.

1. Attendants must be able to interpret and comply with the rules and regulations. Contractor will become familiar with Title 36, CFR, Chapter III, Part 327, “Rules and Regulations Governing Public Use of Corps of Engineers Water Resource Projects,” as well as, park-specific policies, rules and requirements. **Park Attendants will promptly report to a Corps Park Ranger, all accidents, violations of law, disturbances, and situations that could affect the health and safety of visitors. Serious or life-threatening incidents and emergencies will immediately be reported to project personnel and/or local law enforcement. In the event Attendants are unable to contact a Park Ranger, they shall contact local law enforcement officers, and then report the incident to a Park Ranger as soon as possible.** To the extent attendants do not place themselves in danger, they should legally collect all information possible, such as tag numbers, descriptions of persons and possessions, names and addresses, witness statements, and any other pertinent information that may assist Rangers and/or law enforcement personnel. Other situations and incidents will be reported to

Park Rangers as instructed in the Project Park Attendant Manual or orientation sessions. Rangers will handle each case on its own merits in accordance with professional training and discretion, and Attendants will not attempt to direct, manipulate, undermine, oppose or “second-guess” decisions made by Rangers.

2. Park Attendants shall greet customers in a friendly manner as they arrive at the park, and distribute information, such as pamphlets, brochures, maps, park rules and regulations, and project information, as needed or as directed by the Operations Manager. Attendants will assist visitors courteously and professionally, by locating facilities, sites, park features and local attractions. As they enter the park, customers will be informed of park hours, including applicable quiet hours and visitation hours. Customers will also be advised to utilize designated facilities only, including roadways, parking facilities and campsites, as applicable. When parking areas are full, customers will be directed to designated overflow parking, if available.

Customers should also be made aware that if problems occur, they should contact you to forward the information to appropriate personnel. If customers remain past allowable times, Attendants will courteously ask them to depart, and if they refuse, report them to an on-duty Park Ranger.

3. Park Attendants will deliver messages to park users in accordance with Project policy. Emergency messages will be delivered to visitors without undue delay. **Park Attendants will immediately assist visitors by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Park Ranger to report such incidents.**

4. **Without exception, Attendants will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Attendants will also open gates to allow emergency vehicles access to the park and customers.** Attendants will open and close campground and day-use area gates as required by the applicable the “Specific Recreation Area Job Description”. They will also assist Rangers with management and control of picnic pavilions and multi-use courts, including turning power on or off and posting reservations for both pavilions and individual campsites, as applicable.

5. Attendants will maintain a logbook of park activities, including, but not limited to: accidents, incidents, emergencies, complaints, and problems. Park Attendants will maintain a written record of vehicles entering the park with Courtesy Passes, if applicable, and a separate record of other vehicles entering the park for other purposes (e.g. maintenance contractors, law enforcement personnel, utility workers, service vehicles, etc.). Records will be turned into project management personnel as instructed.

6. Attendants will not discriminate against customers on the basis of race, color, religion, sex, national origin, marital status, or disabilities.

7. Attendants will remain within hearing distance of government-furnished communications equipment (except when responding to emergencies, if no portable units are provided). The gatehouse or entrance station will be locked whenever unattended.

8. Attendants will not carry firearms in their vehicles or on their persons at any time, nor will firearms be allowed in gatehouses or Park Attendant living quarters.

B. FEE COLLECTION, ACCOUNTING, & PROCESSING: Park Attendants will maintain all records necessary for the administration of the user fee program. Depending on the “Specific Recreation Area Job Description”, this may involve the utilization of a computerized registration and reservation program such as the Automated User Fee Program (AUPS), National Recreation Reservation Service/Park Office (NRRS), credit card scanners and printers, User Fee Permits (ENG Form 4457), Electronic Cash Registers, Cash Collection Vouchers (DD 1131), Remittance Registers (ENG 3313), rosters, campsite status boards, passes, etc. Detailed procedures and policies, as specified in the applicable the “Specific Recreation Area Job Description”, will be provided at the orientation/training sessions.

1. Park Attendants will collect a variety of user fees as specified in the applicable the “Specific Recreation Area Job Description”. Examples of user fees collected include those for campers, visitors, and day users. User fees collected will be properly secured. Cash on hand must at all times correspond with permit and related records. There will be no commingling of personal cash with fees collected by Park Attendants.

2. Park Attendants may be responsible for administering picnic pavilion reservations and campsite reservations. This may include coordinating with the NRM Site Management Office, taking reservations over the phone and/or computer through the use of the National Recreation Reservation System (Park Office computer program), posting reservations, collecting user fees from those users making reservations and issuing receipts to customers.

3. At locations participating in the National Recreation Reservation Service (NRRS), Park Attendants will be responsible for learning and operating the Park Office computerized reservation system. All Park Attendants may be required to operate credit card machinery, and/or Electronic Cash Registers. These methods assist in the collection and tracking of recreation user fees and reservations using computers, electronic hardware and programs supplied by the government. **Training for the AUPS Program (if applicable), Park Office (NRRS), credit card machines and cash registers will be provided to Park Attendants by project personnel during the orientation/training session prior to the start of the contract. At the conclusion of training, potential contractors will be required to demonstrate their ability to proficiently operate required computer programs and credit card transactions. Contracts will not be awarded to potential contractors who are unable to demonstrate proficiency as required.**

4. User fees and records will be subject to audit by government personnel at all times. Monies and credit card charges on hand must agree with permits sold. The responsible Park Attendant must reconcile all discrepancies. **Unjustifiable differences may result in contract termination for default.**

5. Park Attendants may be required to convert fees to a cashiers check or money order (made payable to NRRS; F&A Officer, Mobile District COE; or as otherwise officially specified) and mail converted fees and specified documentation to a Corps authorized account via certified mail. Alternately, Park Attendants may be required to deposit user fees directly into an approved Treasury Department account or submit funds to Project Ranger staff for remittance. **In either case, the “Specific Recreation Area Job Description” should be consulted to determine if Attendants would be responsible for the cost of converting fees into a money order or cashier’s check.** Park Attendants will process all required documentation, such as cash collection vouchers, deposit slips and remittance registers (either AUPS or Park Office generated or manually completed) in accordance with Corps policies. Detailed fee processing procedures will be provided at orientation. Park Attendants will be responsible for the cost of envelopes and certified postage, as well as, preparation time, reproduction expenses, and transportation costs. If fee transportation to a bank or Project Office is required, the approximate round trip mileage will be stated in the “Specific Recreation Area Job Description”. **Compensation for these items must be included as a part of the potential contractor’s bid price.**

6. Contractors will take precautions to assure personal safety and security of fees, according to instructions provided at the Park Attendant orientation and in the Park Attendant Manual. Where provided, an approved safe located in the gate house will be used by the attendants to secure all user fees until removed for deposit in the bank, conversion to cashier’s check or money order, transfer to authorized project personnel or remittance to Corps authorized accounts. The only exception will be change funds in the cash drawer during working hours. Cash drawer funds should not exceed \$250 at any time. Each time safes are opened or closed, Attendants will note dates, clock times, and initials on Standard Form 702. Transfer of fees to a bank, lock-box account, or to authorized project personnel (as stated on the applicable the “Specific Recreation Area Job Description”) will be required no less than once a week or at any time cash on hand exceeds \$1,000.00, or at a threshold specified by the Operations Manager, in accordance with Corps policies.

7. At areas where Park Attendants are authorized to do so, they will issue Annual Day User Passes, Golden Age/Golden Access Passports and Project Hunting Permits to eligible individuals, and maintain documentation as outlined in Project Policies and the Park Attendant Handbook.

C. CLEANING AND MAINTENANCE: Attendants will maintain the park gatehouse and immediate surroundings in a clean, orderly and sanitary condition at all times. This shall include, but not be limited to daily, sweeping, dusting, washing windows, and properly disposing of trash. General maintenance of all shrubbery beds in the vicinity of

the gatehouse will be part of this contract. **NOTE: Okatibbee Lake requires additional cleaning, policing, garbage collection and disposal, and/or other specified general maintenance of park facilities and grounds, such as shower-houses, restrooms, picnic sites, shelters, and/or campsites. Consult the “Specific Recreation Area Job Description” to determine required duties and equipment.**

D. LIVING AREA: Attendants will maintain their assigned motorhome/trailer site and adjacent living areas in a clean, clutter-free, sanitary condition at all times. No dog pens, horse corrals, poultry cages, or similar facilities for pets or raising of animals will be allowed, except as provided for in the subsection titled “Pets”. No washers, dryers, or excessive personal items will be permitted in the outside living area, and the interior of the contractor-furnished living quarters will be kept clean and free of clutter. Landscaping (garden and flowering plants) around Attendant’s assigned site may be allowed after prior approval of the Operations Manager.

E. SECURITY OF PERSONAL PROPERTY: Security of Park Attendant’s living quarters and all personal property shall remain the attendant’s responsibility throughout the duration of the contract. The Government accepts no responsibility for, nor will it be liable for, damage or theft occurring to the attendant’s property.

F. LOST AND FOUND: Items reported as lost or turned in as found, will be documented with all available information, and forwarded to a Park Ranger, who will handle in accordance with Title 36 provisions.

G. COOPERATION WITH OTHERS: Park Attendants will cooperate with other Park Attendants, Park Host Volunteers, Corps of Engineers employees, Government Contractors and law enforcement personnel. Attendants will allow Corps employees and Government Contractors to utilize communication facilities furnished by the government for official business. Government contractors will be allowed to enter the park to perform their duties. Park Attendants shall maintain a congenial working relationship with each other, including verbal and written communications as necessary to comply with the terms of the contract. **Park Attendants shall not direct the work performance of another contractor.** If the work performance of another contractor is questionable, the Project Office should be contacted.

III. CONTRACTOR-FURNISHED EQUIPMENT AND PROVISIONS:

A. TEMPORARY LIVING QUARTERS: The Contractor shall furnish a factory-built, “self-contained” recreational vehicle (RV) of the travel trailer or motorhome type to serve as temporary living quarters for the duration of the contract. The unit shall be equipped with electrical hookup not to exceed 110 volts, and will be at least 18 feet in length. Maximum size of the trailer or motorhome will be determined by physical limitations of the site furnished. The trailer or motorhome shall be parked near the entrance to the park at a location to be designated by the Operations Manager or his/her

representative. Pickup shell-type campers, pop-up tent trailers, tents, mini-travel trailers, mobile homes, converted buses, or other RV's which do not meet size requirements or the "self-contained" classification as determined by inspection of the Operations Manager or his/her representative, will not be acceptable. **NOTE: The contractor team shall be the sole occupants of their site. Family members and friends will not live with the contractor.**

B. ATTENDANT TRANSPORTATION: Park Attendants shall provide and maintain a fully operational vehicle, which can be utilized independently of their RV, for purposes of personal or contract-related transportation. All motor vehicles, including motor bikes and similar vehicles used by attendants, shall be properly licensed, "street legal", comply with all applicable state laws, and shall be operated in a safe and legal manner. **Minimum liability insurance must be carried, as required by the state law where the contract is performed. The insurance must be effective throughout the contract period.**

C. VISITORS OF PARK ATTENDANTS: Overnight visitors of Park Attendants must stay in the Attendant's living quarters - otherwise, they must pay the regular camping fee and occupy the site for which they are registered. No visitors will be allowed to access Park Attendants hook-ups at any time or park additional recreational vehicles at or near the Attendants designated area. Operations Managers and their authorized representatives may limit the number of visitors and length of stays. Visitors will not be allowed in the vicinity of the gatehouse, except when they are registering or paying fees, and will receive no preferential treatment regarding fees, site assignments or Corps and Project policies.

D. UNIFORMS, DRESS CODES AND PERSONAL APPEARANCE: While on duty, Park Attendants shall dress in a neat fashion in properly fitting, clean clothing, that is in an acceptable condition (no holes, patches, or signs of "wear" such as fading, missing buttons, broken zippers, stains, or fraying). Bermuda-style shorts or knickers may be allowed, but excessively short and/or tight pants and skirts, swimwear, undershirts, tank tops, halter tops, cutoff shirts, sandals, thongs and similar attire will not be allowed. The only cap or hat to be worn while on duty will be provided by the Operations Manager's Office. Park Attendants shall promote a favorable image of the Corps of Engineers through their personal appearance and actions. **Some projects may require Park Attendants to purchase uniforms at their own expense and to wear them while on duty. Uniforms should not be purchased prior to orientation. Consult the "Specific Recreation Area Job Description" to determine uniform or dress code policies.**

E. INSURANCE: In addition to automobile liability insurance required in Section III.B., in contract clauses and applicable specific park sheet(s), Attendants are responsible for obtaining and paying for any other insurance desired, including but not limited to, medical, general liability and comprehensive property.

F. OTHER REQUIRED EQUIPMENT/SUPPLIES: In addition to the aforementioned, Attendants shall furnish any other equipment and/or supplies as specified on the applicable specific park sheets.

IV. GOVERNMENT-FURNISHED EQUIPMENT AND PROVISIONS:

A. PARK ATTENDANT PAD: The Government will furnish an improved site for a factory-built, self-contained trailer or motorhome with electrical (110 volts), water and sewage hookups, free of charges. Occupancy of this site is limited to attendant's camping unit and personal vehicles only. Attendants may be required to obtain an off-premise postal box, at their own expense.

B. GATEHOUSE/ENTRANCE STATION: Unless otherwise specified, gatehouse entrance stations will be provided and shared between two sets of Park Attendant contractors on alternate work schedules. Only those persons under contract as Park Attendants, and properly identified and authorized Corps employees, are permitted inside the gatehouse or Park Attendant work area of entrance stations. Campers, visitors, and Park Attendant guests (including family members and friends) will not be permitted inside the work or fee collection area of gatehouses. When registering, campers, visitors and guests will be allowed only in the public area of gatehouses or interior lobbies. Pets, if allowed (see section titled "Pets"), are not permitted in, or adjacent to the gatehouse. **Smoking is not permitted inside gatehouses/entrance stations.** At the Operations Manager's option, Park Attendants on duty may be allowed to smoke in designated areas adjacent to the gatehouse provided cigarettes/cigar ashes and butts are properly disposed. Contractor's crafts and other personal activities/hobbies shall be restricted to contractor's living quarters and will be kept out of the gatehouse unless prior approval has been given by project management personnel. Contractor will not solicit, advertise, sell or offer to sell any unauthorized goods or services to campers or visitors on public property (CFR Title 36, Section 327.18).

C. COMMUNICATION EQUIPMENT: Sufficient communications equipment, including portable radios and telephone equipment, will be provided by the Government, as appropriate. Government provided radios/telephones will be used for official business only, and/or to summon emergency assistance for customers. All use of such equipment shall be in compliance with FCC and Corps regulations and instructions.

D. GOVERNMENT FORMS & BROCHURES: User fee permits, documentation forms, rosters, note paper, pens, computer hardware, software, cash registers, and handout materials such as maps, brochures, information pamphlets, copies of Title 36 CFR, park rules and regulations and other informational materials will be provided by the Government, as deemed necessary by the Operations Manager or their authorized representative.

E. IDENTIFICATION: The Government will furnish identification tags, patches and ball caps.

F. KEYS: The contractor will be provided keys for operation of the park. In the event keys are lost, the contractor may be held responsible for all costs incurred for the replacement and re-keying of any affected facility.

G. CLEANING SUPPLIES AS SPECIFIED: Cleaning supplies and the Government, as specified on the applicable specific park sheets will furnish equipment.

V. PAYMENT FOR SERVICES: Payment will normally be made for actual days worked up to the maximum number of days noted on the specific park sheet on which the contract is based. **Payments are made by Electronic Funds Transfer (EFT), see 52.212-5(b) for the appropriate EFT clause.**

A. MONTHLY PAYMENT VOUCHERS: Payment vouchers will be processed once monthly for each day actually worked at the applicable contract unit price. Payment vouchers will be submitted for review and payment monthly, as instructed at Park Attendant orientation sessions, and if complete and accurate, payment will be made within the timeframe allowed by federal law (currently 30 days after receipt of a properly completed invoice). Blank invoice forms will be provided for the contractor's use. Postage, envelope and reproduction costs are to be borne by the Contractor. **NOTE: Contractor may work approximately 60 days before receiving first paycheck.**

B. ABSENTEEISM: No payment will be made for time not worked. The Operations Manager or his/her authorized representative should be contacted and given as much advance notice as possible when absences are anticipated. Short periods of absence may be approved on an individual basis, based on need and workload. No payment will be made for days not worked due to sickness or personal business.

C. FINAL PAYMENT: Final payment voucher will not be paid to the contractor until all funds and permits are reconciled. Any shortage of funds may be deducted from the contractor's final payment. Proper handling of and accounting for funds is a condition of performance of this contract. The contractor is responsible for user fee permits, collected monies, and equipment issued by the Government. The contractor may be held liable for any losses, including any equipment issued by the Government that is lost or damaged due to negligence.

VI. PARK ATTENDANT PERFORMANCE AND EVALUATION:

A. NOTIFICATION OF DEFICIENCIES: Park Attendants shall be notified verbally and/or in writing of any serious or recurring minor deficiency in service observed by the Contracting Officer or his/her authorized representative. Verbal notification will be recorded in a memorandum for record.

B. DOCUMENTATION OF DEFICIENCIES: Written notifications and memoranda for record shall be prepared in triplicate by the Contracting Officer or his/her authorized representative. The original will become a part of the Park Attendant's permanent file at the Operations Manager's Office, a copy will be issued to the Attendant, and a copy will be forwarded to the Contracting Officer at the Corps of Engineers Mobile District Office.

C. CORRECTION OF CONTRACT DEFICIENCIES: Upon receipt of notification of deficiency in service, Park Attendants will immediately correct deficiencies and/or take steps to prevent recurrence of the deficiency.

D. DEFICIENCIES OF SERVICE: This contract may be terminated by the Contracting Officer upon receipt of any "Notification of Contract Deficiency". Termination will be based on the seriousness of the deficiency.

E. EVALUATION OF PERFORMANCE: All contractors will have their performance evaluated no less than mid-term and at the conclusion of their contract. Performance criteria will be distributed to contractors at the orientation/training sessions.

VII. TERMINATION:

A. Failure of the contractor to provide items in full and to provide complete services listed in the contract specifications and applicable specific park sheets may be grounds for termination. Breach of contract and/or voluntary termination of contract without sufficient cause may jeopardize the contractor's standing for future contracts with the Corps of Engineers.

B. Contractors may be terminated if the Government determines park attendant Services are no longer needed due to unforeseen closures of a park or its major facilities (e.g., beaches, boat ramps, restrooms, campgrounds, etc.). Unforeseen closures would include those resulting from droughts, floods, storm damage, infrastructure failure and previously unknown safety hazards.

C. Inappropriate conduct or unacceptable actions of Park Attendants may be grounds for termination of the contract. Examples of actions meriting termination include, but are not limited to:

1. Theft, misappropriation, personal use, and/or improper security and accountability of user fees or government services, property, equipment, facilities and/or supplies.

2. Consumption of alcoholic beverages and/or intoxication while on duty, and possession or use of illicit drugs at any time.

3. Discrimination, harassment, profanity, or other inappropriate behavior perpetrated against customers, Corps personnel, or other contractors.

4. Recurring written and/or verbal complaints from visitors and/or project personnel on Attendant's attitude, lack of cooperation and/or resistance to implementation of policies and programs as directed by the Operations Manager or his/her authorized representative(s).

5. Failure to follow security procedures, including the allowance of unauthorized personnel inside the gatehouse or the contractor (non-public) work area of gatehouses/entrance stations.

6. Inability to perform duties and job responsibilities in accordance with the General Specifications, Specific Park Sheet(s) and Project Park Attendant Manuals.

7. Violations of public health and safety, including smoking in the gatehouse.

8. Failure to maintain a neat, clean, well-groomed personal appearance.

VIII. ADDITIONAL REQUIREMENTS & INFORMATION:

A. GOVERNMENT PROPERTY/CHECK-OUT: Attendants will be required to sign for accountable government property items at the beginning of the contract period, and be required to remain in the recreation area and return government property on the day after the end of the contract period unless other arrangements have been made.

B. CENTRAL CONTRACTOR REGISTRATION (CCR): The contractor is required to furnish to the Contracting Officer a Commercial and Government Entity (CAGE) code prior to award, see contract clause **252.204-7004 REQUIRED CENTRAL CONTRACTOR REGISTRATION** for further instruction. The following information relative to this contract is required for successful registration: **North American Industry Classification System (NAICS Codes): 721211 RV (Recreational Vehicle) Parks and Campgrounds** and/or **Standard Industrial Codes (SIC codes): 7033 Trailer Parks and Campsites.**

C. BONDS: Army regulations require contractors who collect fees to be fully bonded or insured to protect the government against theft, misappropriation, or loss of Government funds and/or property under control of the contractors. The contractor is required to furnish to the Contracting Officer proof of such a bond in the amount enumerated in specific park sheets. If no amount is specified, a minimum \$3,000.00 bond will be required. The contractor shall not begin work until proof of such a bond is furnished.

1. Instead of furnishing a surety bond, the contractor has the following options:

(a) Depositing certain United States bonds or notes in an amount equal at their par value to the penal sum of the bond or:

(b) Furnishing a certified or cashier's check, bank draft, post office money order, or currency, in an amount equal to the penal sum of the bond.

2. Deposits, cashier's checks, money orders, and bank drafts submitted in lieu of bonds shall be made payable to the Finance and Accounting Officer and mailed directly to: **U.S. Army Corps of Engineers, CESAM-CT-S, Attn: Philomenia Klopner, P. O. Box 2288 Mobile, AL 36628-0001. CERTIFIED MAIL IS RECOMMENDED.**

NOTE: Return of cash bonds may take up to 60 days to process after CT-S is notified by field offices, therefore, it is essential upon completion of your contract, if you have a cash bond, that you provide the Project Manager's Office with an address where you want this bond returned. The Government will accept only cash or readily marketable assets from a federally insured financial institution to satisfy the bond obligations if bonds are not obtained.

D. QUESTIONS AND ANSWERS: All interested bidders should contact the prospective Project Office, at the numbers listed on the request for quotations to arrange for a tour of the park(s) and an explanation of the Scope of Work. Potential contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid in order to become familiar with the size and scope of the area and required duties.

**ALABAMA RIVER LAKES
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Fourteen (14) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed **BID SCHEDULE**. Job duties and responsibilities and other terms and conditions listed in this **SPECIFIC RECREATION AREA JOB DESCRIPTION** are the same for each contract except as stated in the specific park sheets that follow.

II. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE:

1. The gatehouse shall be kept neat and clean at all times. A broom, dustpan, mop and wastebasket are furnished in the gatehouse.
2. The park attendant going off duty must sweep, mop and empty the trash can so that the attendants assuming duty will have a neat, clean work environment.
3. The immediate area around the gatehouse should be policed for litter periodically as time permits including, but not limited to, cigarette butts.

B. PET POLICY: Dog pens, horse corrals, poultry cages or similar facilities for pets or raising of animals will not be allowed. All pets must be either confined in the contractor’s RV or on a leash of six (6) feet or less in length when outside. No pets will be allowed inside the gatehouse. For additional information, please refer to the General Specifications for Park Attendants.

C. DRESS CODE OR UNIFORM POLICY: Park Attendants shall at all times when on duty and when dealing with the public maintain a fully clothed and neat, well groomed appearance. Corps of Engineers identification arm band, vest, cap or other identification furnished by the Government shall be worn while on duty and when patrolling in the park. No tank tops, halter tops, flip-flops, short-shorts, etc. will be allowed.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Park Attendants are required to furnish a minimum \$3,000 surety bond to the Contracting Officer. For more information, please refer to the General Specifications for Park Attendants.

III. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. TELEPHONE: The park attendant will be required to furnish a telephone for use inside camper trailer or motor home. Telephone must be compatible for use with either a rotary or touch-tone system.

IV. ADDITIONAL INFORMATION: All bidders should contact the specified Park Ranger(s) to arrange for a tour of the park(s) and explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

**GUNTER HILL CAMPGROUND
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT SCHEDULE "A"

Gunter Hill Campground, R. E. "Bob" Woodruff Lake

Contract Period: 25 Feb 02 - 27 Feb 03

Total number of working days: 188 (includes 4 orientation/training days)

Training/Orientation Dates: 25 Feb 02 - 28 Feb 02

Work Period: 01 Mar 02 – 27 Feb 03

Government's Estimate: \$52.00

0002 PARK ATTENDANT SCHEDULE "B"

Gunter Hill Campground, R. E. "Bob" Woodruff Lake

Contract Period: 25 Feb 02 - 28 Feb 03

Total number of working days: 185 (includes 4 orientation/training days)

Training/Orientation Dates: 25 Feb 02 - 28 Feb 02

Work period: 05 Mar 02 – 28 Feb 02

Government's Estimate: \$52.00

II. PARK DESCRIPTION: Gunter Hill Campground is located on R. E. "Bob" Woodruff Lake, Alabama River Lakes, approximately 5 miles west of downtown Montgomery, Alabama, off U. S. Highway 80 and County road 7. Gunter Hill contains 146 Class A campsites with water and electrical hookups. The campground is divided into two sections: "A" and "B". Both sections have restrooms, laundry and shower facilities, playground, all-purpose court and group shelter. Each section has a sanitary dump station. A two-lane boat ramp is also provided in "A" section. In addition, the park has a primitive camping area consisting of three campfire circles, 2 sets of pit toilets and a nature trail. A tour of the park is approximately 3 miles. NOTE: "B" section is normally closed during the winter months (1 November through 28 February).

III. HOURS OF WORK: The attendant will operate the campground for a four-day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain sixteen hours actual on-duty time from 6:00 a.m. to 10:00 p.m. during the contract period. The gatehouse will be manned by at least one attendant during on-duty time. Maintain eight hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants are required to attend a four (4) day pre-work training session and orientation at the Robert F. Henry Site Office. The training session will be held on 25 February - 28 February 2002. The training schedule will be from 8:00 a.m. until 4:30 p.m. each day. The training session will be considered workdays. Lunch will not be provided. **NOTE: The number of training days may be decreased according to the park attendant's knowledge and experience with the NRRS program.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Gunter Hill Campground to Montgomery is 20 miles.

B. PARK INSPECTIONS: Park Attendants shall inspect the campground area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the shower and restroom buildings, closing covers on campsite electrical boxes, replacing lids on trash cans, removing expired permit receipts from campsite posts, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 6:00 a.m. and 10:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative; and shall assist Corps rangers in maintaining quiet hours from 10:00 p.m. until 6:00 a.m. Campers shall be advised of quiet hours as they enter the park and any violations shall be reported to a ranger as soon as possible. During availability hours, (1) Allow campers to exit park area in cases of emergency, regardless of hour. (2) Visitors will not be allowed into campground except in cases of emergency.

VI. ADDITIONAL INFORMATION: POC is Frank McIntosh at (334) 872-9554

Schedule for Park Attendant “A”

RFQ Line Item 0001

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**PARK ATTENDANT SCHEDULE FOR GUNTER HILL CAMPGROUND
ALABAMA RIVER LAKES**
(Days to work are circled)

Schedule for Park Attendant "B"
RFQ Line Item 0002

2002

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**PRAIRIE CREEK CAMPGROUND
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0003 PARK ATTENDANT SCHEDULE "A"

Prairie Creek Campground, R. E. "Bob" Woodruff Lake

Contract Period: 25 Feb 02 - 27 Feb 03

Total number of working days: 188 (includes 4 orientation/training days)

Training/Orientation Dates: 25 Feb 02 - 28 Feb 02

Work Period: 01 Mar 02 – 27 Feb 03

Government's Estimated: \$60.00

0004 PARK ATTENDANT SCHEDULE "B"

Prairie Creek Campground, R. E. "Bob" Woodruff Lake

Contract Period: 25 Feb 02 - 28 Feb 03

Total number of working days: 185 (includes 4 orientation/training days)

Training/Orientation Dates: 25 Feb 02 - 28 Feb 02

Work Period: 05 Mar 02 – 28 Feb 02

Government's Estimated: \$60.00

II. PARK DESCRIPTION: Prairie Creek Park is located on R. E. "Bob" Woodruff Lake, Alabama River Lakes, approximately 20 miles east of Selma, Alabama, off U. S. Highway 80 and Lowndes County roads 23 and 40. Prairie Creek Park consists of 308 acres of which 100 acres have been developed for recreational use. The park contains 48 Class A campsites with water and electrical hookups, 7 tent campsites with water and electrical hookups, a group shelter and a fish cleaning station. It also contains restrooms and shower facilities, playgrounds, multipurpose court, sanitary dump station and a two-lane boat ramp. A gatehouse is located at the entrance to the park. There is approximately three (3) miles of paved road in the routine patrol area.

III. HOURS OF WORK: The attendant will operate the campground for a four-day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain sixteen hours actual on-duty time from 6:00 a.m. to 10:00 p.m. during the contract period. The gatehouse will be manned by at least one attendant during on-duty time. Maintain eight hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants are required to attend a four (4) day pre-work training session and orientation at the Robert F. Henry Site Office. The training session will be held on 25 February – 28 February 2002. The training schedule will be from 8:00 a.m. until 4:30 p.m. each day. The training session will be considered workdays. Lunch will not be provided. **NOTE: The number of training days may be decreased according to the park attendant's knowledge and experience with the NRRS program.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS :

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Prairie Creek Campground to the Lowndesboro Post Office is 30 miles. The Post Office will only issue money orders up to \$700.00 per order, a limit of 3 money orders per day.

B. PARK INSPECTIONS: Park Attendants shall inspect the campground area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the shower and restroom buildings, closing covers on campsite electrical boxes, replacing lids on trash cans, removing expired permit receipts from campsite posts, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 6:00 a.m. and 10:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative; and shall assist Corps rangers in maintaining quiet hours from 10:00 p.m. until 6:00 a.m. Campers shall be advised of quiet hours as they enter the park and any violations shall be reported to a ranger as soon as possible. During availability hours, (1) Allow campers to exit park area in cases of emergency, regardless of hour. (2) Visitors will not be allowed into campground except in cases of emergency.

VII. ADDITIONAL INFORMATION: POC is Frank McIntosh at (334) 872-9554.

**PARK ATTENDANT SCHEDULE FOR PRAIRIE CREEK CAMPGROUND
ALABAMA RIVER LAKES**
(Days to work are circled)

Schedule for Park Attendant "A"
RFQ Line Item 0003

2002

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**PARK ATTENDANT SCHEDULE FOR PRAIRIE CREEK CAMPGROUND
ALABAMA RIVER LAKES**
(Days to work are circled)

Schedule for Park Attendant "B"
RFQ Line Item 0004

2002

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 <u>25</u> <u>26</u> <u>27</u> <u>28</u>	March <u>31</u> 3 4 <u>5</u> <u>6</u> <u>7</u> <u>8</u> 9 10 11 12 <u>13</u> <u>14</u> <u>15</u> <u>16</u> 17 18 19 20 <u>21</u> <u>22</u> <u>23</u> <u>24</u> 25 26 27 28 <u>29</u> <u>30</u>	April <u>1</u> 2 3 4 5 <u>6</u> <u>7</u> <u>8</u> 9 10 11 12 13 <u>14</u> <u>15</u> <u>16</u> <u>17</u> 18 19 20 21 <u>22</u> <u>23</u> <u>24</u> <u>25</u> 26 27 28 29 <u>30</u>
May <u>1</u> <u>2</u> <u>3</u> 4 5 6 7 <u>8</u> <u>9</u> <u>10</u> <u>11</u> 12 13 14 15 <u>16</u> <u>17</u> <u>18</u> <u>19</u> <u>20</u> 21 22 23 <u>24</u> <u>25</u> <u>26</u> <u>27</u> 28 29 30 31	June 30 <u>2</u> <u>3</u> <u>4</u> 5 6 7 8 <u>9</u> <u>10</u> <u>11</u> <u>12</u> 13 14 15 16 <u>17</u> <u>18</u> <u>19</u> <u>20</u> 21 22 23 24 <u>25</u> <u>26</u> <u>27</u> <u>28</u> 29	July 1 2 <u>3</u> <u>4</u> <u>5</u> <u>6</u> 7 8 9 10 <u>11</u> <u>12</u> <u>13</u> <u>14</u> 15 16 17 18 <u>19</u> <u>20</u> <u>21</u> <u>22</u> 23 24 25 26 <u>27</u> <u>28</u> <u>29</u> <u>30</u> 31	August 1 2 3 <u>4</u> <u>5</u> <u>6</u> <u>7</u> 8 9 10 11 <u>12</u> <u>13</u> <u>14</u> <u>15</u> 16 17 18 19 <u>20</u> <u>21</u> <u>22</u> <u>23</u> 24 25 26 27 <u>28</u> <u>29</u> <u>30</u> <u>31</u>
September 1 2 3 4 <u>5</u> <u>6</u> <u>7</u> <u>8</u> 9 10 11 12 <u>13</u> <u>14</u> <u>15</u> <u>16</u> 17 18 19 20 <u>21</u> <u>22</u> <u>23</u> <u>24</u> 25 26 27 28 <u>29</u> <u>30</u>	October <u>1</u> <u>2</u> 3 4 5 6 <u>7</u> <u>8</u> <u>9</u> <u>10</u> 11 12 13 14 <u>15</u> <u>16</u> <u>17</u> <u>18</u> 19 20 21 22 <u>23</u> <u>24</u> <u>25</u> <u>26</u> 27 28 29 30 <u>31</u>	November <u>3</u> 4 5 6 7 <u>8</u> <u>9</u> <u>10</u> <u>11</u> 12 13 14 15 <u>16</u> <u>17</u> <u>18</u> <u>19</u> 20 21 22 23 <u>24</u> <u>25</u> <u>26</u> <u>27</u> 28 29 30	December 1 <u>2</u> <u>3</u> <u>4</u> <u>5</u> 6 7 8 9 <u>10</u> <u>11</u> <u>12</u> <u>13</u> 14 15 16 17 <u>18</u> <u>19</u> <u>20</u> <u>21</u> <u>22</u> <u>23</u> <u>24</u> 25 <u>26</u> <u>27</u> <u>28</u> <u>29</u> <u>30</u> 31

2003

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**HOLY GROUND BATTLEFIELD PARK
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0005 PARK ATTENDANT SCHEDULE “A”

Holy Ground Battlefield Park, R. E. “Bob” Woodruff Lake

Contract Period: 01 Apr 02 - 27 Sep 02

Total Number of Working Days: 92 (includes 1 training day)

Training/Orientation Date: 01 Apr 02

Work Period: 01 Apr 02 – 27 Sep 02

Government’s Estimated: \$60.00

0006 PARK ATTENDANT SCHEDULE “B”

Holy Ground Battlefield Park, R. E. “Bob” Woodruff Lake

Contract Period: 01 Apr 02 - 30 Sep 02

Total Number of Working Days: 92 (includes 1 training day)

Training/Orientation Date: 01 Apr 02

Work Period: 05 Apr 02 – 30 Sep 02

Government’s Estimated: \$60.00

II. PARK DESCRIPTION: Holy Ground Battlefield Park is a day-use facility located on R. E. “Bob” Woodruff Lake, Alabama River Lakes, approximately 20 miles east of Selma, Alabama, off U. S. Highway 80 and Lowndes County roads 23 and 40. Holy Ground consists of 400 acres of which 185 acres have been developed for recreational use. The park has a two lane boat ramp, three large picnic shelters, 112 picnic sites, toilet facilities with showers, playground, multipurpose court, beach and swimming area. A gatehouse is located at the entrance to the park. There is approximately three (3) miles of paved road in the routine patrol area.

III. HOURS OF WORK: The attendant will operate the park for a four-day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain sixteen hours actual on-duty time from 6:00 a.m. to 10:00 p.m. during the contract period. The gatehouse will be manned by at least one attendant during on-duty time. Maintain eight hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants are required to attend a one (1) day pre-work training session and orientation at the Robert F. Henry Site Office. The training session will be held on 01 April 2002. The training schedule will be from 8:00 a.m. until 4:30 p.m. The training session will be considered a workday. . Lunch will not be provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants will collect fees using a cash register. Training for the use of the cash register will be provided by project personnel to adequately prepare contractors to operate the system.

B. PARK INSPECTIONS: Park Attendants shall inspect the park area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the beach area, nature trails, restroom buildings, picnic shelters, replacing lids on trash cans, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods. Any unsanitary or other objectionable condition shall be reported to Corps rangers as soon as possible.

C. CLOSING/OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 7:00 a.m. and 7:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative.

VI. ADDITIONAL INFORMATION: POC is Frank McIntosh at (334) 872-9554.

PARK ATTENDANT SCHEDULE
HOLY GROUND BATTLEFIELD PARK
Calendar for Schedule "A"
RFQ line item #0005

2002

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PARK ATTENDANT SCHEDULE
HOLY GROUND BATTLEFIELD PARK
Calendar for Schedule "B"
RFQ line item #0006

2002

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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**SIX MILE CREEK PARK
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0007 PARK ATTENDANT SCHEDULE “A”

Six Mile Creek Park, William “Bill” Dannelly Reservoir

Contract Dates: 28 Mar 02 - 28 Sep 02

Total Number of Working Days: 94 (includes 3 training days)

Training/Orientation Dates: 28-29 Mar 02, 01 Apr 02

Work Period: 01 Apr 02 – 27 Sep 02

Government's Estimate: \$60.00

0008 PARK ATTENDANT SCHEDULE “B”

Six Mile Creek Park, William “Bill” Dannelly Reservoir

Contract Dates: 28 Mar 02 - 30 Sep 02

Total Number of Working Days: 93 (includes 3 training days)

Training/Orientation Dates: 28-29 Mar 02, 01 Apr 02

Work Period: 05 Apr 02 – 30 Sep 02

Government's Estimate: \$60.00

II. PARK DESCRIPTION: Six Mile Creek Park is located on William “Bill” Dannelly Reservoir, Alabama River Lakes, approximately 6 miles south of Selma, Alabama, off U. S. Highway 80 and Kings Bend Road (Dallas County 77). Six Mile contains 31 Class A campsites with water and electrical hookups. It also contains restroom and shower facilities, playground multipurpose court, and two group shelters. There is one sanitary dump station and a two-lane boat ramp. There is approximately 1 mile of paved road in the routine patrol area.

III. HOURS OF WORK: The attendant will operate the campground for a four-day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain sixteen hours actual on-duty time from 6:00 a.m. to 10:00 p.m. during the contract period. The gatehouse will be manned by at least one attendant during on-duty time. Maintain eight hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants are required to attend a four (4) day pre-work training session and orientation at the Robert F. Henry Site Office. The training session will be held on 28 March - 29 March and 01 April 2002. The training

schedule will be from 8:00 a.m. until 4:30 p.m. each day. The training session will be considered workdays. Lunch will not be provided. **NOTE: The number of training days may be decreased according to the park attendant's knowledge and experience with the NRRS program.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Six Mile Creek Campground to Selma is 15 miles.

B. PARK INSPECTIONS: Park Attendants shall inspect the campground area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the shower and restroom buildings, closing covers on campsite electrical boxes, replacing lids on trash cans, removing expired permit receipts from campsite posts, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods.

C. CLOSING/OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 6:00 a.m. and 10:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative; and shall assist Corps rangers in maintaining quiet hours from 10:00 p.m. until 6:00 a.m. Campers shall be advised of quiet hours as they enter the park and any violations shall be reported to a ranger as soon as possible. During availability hours, (1) Allow campers to exit park area in cases of emergency, regardless of hour. (2) Visitors will not be allowed into campground except in cases of emergency.

VI. ADDITIONAL INFORMATION: POC is Frank McIntosh at (334) 872-9554.

PARK ATTENDANT SCHEDULE
SIX MILE CREEK CAMPGROUND
Calendar for Schedule "A"
RFQ line item #0007

2002

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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September 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

PARK ATTENDANT SCHEDULE
SIX MILE CREEK CAMPGROUND
Calendar for Schedule "B"
RFQ line item #0008

2002

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	July 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
September 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

**CHILATCHEE CREEK CAMPGROUND
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0009 PARK ATTENDANT SCHEDULE "A"

Chilatchee Creek Campground, William "Bill" Dannelly Reservoir

Contract Period: 01 Mar 02 - 27 Feb 03

Training/Orientation Dates: 25 Feb 02 – 28 Feb 02

Total number of working days: 188

Government's estimated daily bid price: \$50.00

0010 PARK ATTENDANT SCHEDULE "B"

Chilatchee Creek Campground, William "Bill" Dannelly Reservoir

Contract Period: 05 Mar 02 - 28 Feb 03

Training/Orientation dates: 25 Feb 02 – 28 Feb 02

Total number of working days: 185

Government's estimated daily bid price: \$50.00

II. PARK DESCRIPTION: Chilatchee Creek Park is located on William "Bill" Dannelly Reservoir, Alabama River Lakes, approximately 9 miles east of Alberta, Alabama, off Alabama State Highway 5 and Wilcox County road 29. Chilatchee Creek contains 47 Class A campsites with water and electrical hookups and six (6) Class "C" primitive campsites. Chilatchee Creek also contains restrooms, shower facilities, a sanitary dump station, and two group shelters. There is a two-lane boat ramp located outside the campground. There are approximately three miles of paved road in the routine patrol area.

III. HOURS OF WORK: The attendant will operate the campground for a four-day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain fifteen hours actual on-duty time from 7:00 a.m. to 10:00 p.m. during the contract period. The gatehouse shall be staffed by at least one attendant during on-duty time. Maintain nine hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants shall be required to attend a four (4) day pre-work training session and orientation at the Robert F. Henry Site Office. The training session will be held on 25 February - 28 February 2002. The training schedule will be from 8:00 a.m. until 4:30 p.m. each day. The training session will be

considered workdays. Lunch will not be provided. **NOTE: The number of training days may be decreased according to the park attendant's knowledge and experience with the NRRS program.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Chilatchee Creek Campground to the Alberta Post Office is 11 miles and 42 miles round trip to Orville. The Post Office will only issue money orders up to \$500.00 per order, a limit of 3 money orders per day.

B. PARK INSPECTIONS: Park Attendants shall inspect the campground area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the shower and restroom buildings, closing covers on campsite electrical boxes, replacing lids on trash cans, removing expired permit receipts from campsite posts, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods. Park Attendants shall also be required to read power meters in park on a monthly basis.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 7:00 a.m. and 10:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative; and shall assist Corps rangers in maintaining quiet hours from 10:00 p.m. until 6:00 a.m. Campers shall be advised of quiet hours as they enter the park and any violations shall be reported to a ranger as soon as possible. During availability hours, (1) Allow campers to exit park area in cases of emergency, regardless of hour. (2) Visitors will not be allowed into campground except in cases of emergency.

VI. ADDITIONAL INFORMATION: POC is Jason Haynes at (334)682-4244.

Schedule for Park Attendant “A”

RFQ Line Item 0009

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	July 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
September 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

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PARK ATTENDANT SCHEDULE FOR CHILATCHEE CREEK CAMPGROUND
ALABAMA RIVER LAKES
 (Days to work are circled)

Schedule for Park Attendant "B"
 RFQ Line Item 0010

2002

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March 31 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	July 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
September 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

2003

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28

**MILLERS FERRY CAMPGROUND
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0011 PARK ATTENDANT SCHEDULE “A”

Millers Ferry Campground, William “Bill” Dannelly Reservoir

Contract dates: 01 Mar 02 - 27 Feb 03

Training/Orientation dates: 25 Feb 02 – 28 Feb 02

Total number of working days: 188

Government’s estimated daily bid price: \$50.00

0012 PARK ATTENDANT SCHEDULE “B”

Millers Ferry Campground, William “Bill” Dannelly Reservoir

Contract dates: 05 Mar 02 - 28 Feb 03

Training/Orientation dates: 25 Feb 02 – 28 Feb 02

Total number of working days: 185

Government’s estimated daily bid price: \$50.00

II. PARK DESCRIPTION: Millers Ferry Campground is located on William “Bill” Dannelly Reservoir, Alabama River Lakes, approximately 11 miles west of Camden, Alabama, off Alabama State Highway 28. Millers Ferry contains 58 Class A campsites with water and electrical hookups and nine Class “C” primitive campsites. Millers Ferry Campground contains restrooms, shower facilities, a two-lane boat ramp, a sanitary dump station, playground, multipurpose court, and a group shelter. There are two Day Use facilities located adjacent to the campground. East Bank Beach contains a swimming beach, playground, and two group shelters. Training Dike Park contains one group shelter, a playground, and a swimming beach. There are approximately three miles of paved road in the routine patrol area.

III. HOURS OF WORK: The attendant will operate the campground for a four-day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain fifteen hours actual on-duty time from 7:00 a.m. to 10:00 p.m. during the contract period. The gatehouse shall be staffed by at least one attendant during on-duty time. Maintain nine hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants shall be required to attend a four (4) day pre-work training session and orientation at the Robert F. Henry Site

Office. The training session will be held on 25 February - 28 February 2002. The training schedule will be from 8:00 a.m. until 4:30 p.m. each day. The training session will be considered workdays. Lunch will not be provided. **NOTE: The number of training days may be decreased according to the park attendant's knowledge and experience with the NRRS program.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Millers Ferry Campground to Camden is 16 miles. The Post Office will only issue money orders up to \$700.00 per order, a limit of 3 money orders per day.

B. PARK INSPECTIONS: Park Attendants shall inspect the campground area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the shower and restroom buildings, closing covers on campsite electrical boxes, replacing lids on trash cans, removing expired permit receipts from campsite posts, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 7:00 a.m. and 10:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative; and shall assist Corps rangers in maintaining quiet hours from 10:00 p.m. until 6:00 a.m. Campers shall be advised of quiet hours as they enter the park and any violations shall be reported to a ranger as soon as possible. During availability hours, (1) Allow campers to exit park area in cases of emergency, regardless of hour. (2) Visitors will not be allowed into campground except in cases of emergency. The Park Attendant shall open and close the gates to the Day Use facilities at 7:00 a.m. and sunset or at such other times as may be designated by the Contracting Officer or his authorized representative. Also, Park Attendants shall be responsible for taking reservations for group shelters at East Bank Beach and Bridgeport Park.

VI. ADDITIONAL INFORMATION: POC is Jason Haynes at (334) 682-4244.

**PARK ATTENDANT SCHEDULE FOR MILLERS FERRY CAMPGROUND
ALABAMA RIVER LAKES**
(Days to work are circled)

Schedule for Park Attendant "A"
RFQ line item 0011

2002

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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2003

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**PARK ATTENDANT SCHEDULE FOR MILLERS FERRY CAMPGROUND
ALABAMA RIVER LAKES**
(Days to work are circled)

Schedule for Park Attendant "B"
RFQ line item 0012

2002

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2003

S M T W T F S	S M T W T F S
January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28

**ISAAC CREEK CAMPGROUND
ATTENDANTS A & B
ALABAMA RIVER LAKES**

I. RFQ LINE ITEM REFERENCE #

0013 PARK ATTENDANT SCHEDULE "A"

Isaac Creek Campground, Claiborne Lake

Contract dates: 01 Mar 02 - 27 Feb 03

Training/Orientation dates: 25 Feb 02 – 28 Feb 02

Total number of working days: 188

Government's estimated daily bid price: \$50.00

0014 PARK ATTENDANT SCHEDULE "B"

Isaac Creek Campground, Claiborne Lake

Contract dates: 05 Mar 02 - 28 Feb 03

Training/Orientation dates: 25 Feb 02 – 28 Feb 03

Total number of working days: 185

Government's estimated daily bid price: \$50.00

II. PARK DESCRIPTION: Isaac Creek Park is located on Claiborne Lake, Alabama River Lakes, approximately 20 miles northwest of Monroeville, Alabama, off Alabama State Highway 41 and Monroe County road 17. Isaac Creek contains 61 Class A campsites with water and electrical hookups. Isaac Creek also contains restrooms, shower facilities, and a sanitary dump station. The Day Use Area outside the campground contains three group shelters, two double lane boat ramps, playgrounds and a fish cleaning station. There are approximately three miles of paved road in the routine patrol area.

III. HOURS OF WORK: The attendant will operate the campground for a four day work week which includes Federal holidays. Maintain twenty-four hours surveillance of park. Maintain fifteen hours actual on-duty time from 7:00 a.m. to 10:00 p.m. during the contract period. The gatehouse shall be staffed by at least one attendant during on-duty time. Maintain nine hours availability when not on actual duty. A schedule of working days will be as follows: On duty four (4) consecutive days and off duty four (4) consecutive days. The general contract provisions require two (2) persons per contract. Accordingly, both attendants should be available, in the park, during on-duty time.

IV. TRAINING AND ORIENTATION: All park attendants shall be required to attend a four (4) day pre-work training session and orientation at the Robert F. Henry Site Office. The training session will be held on 25 February - 28 February 2002. The training schedule will be from 8:00 a.m. until 4:30 p.m. each day. The training session will be considered workdays. Lunch will not be provided. **NOTE: The number of training**

days may be decreased according to the park attendant's knowledge and experience with the NRRS program.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Isaac Creek Campground to the Franklin Post Office is 30 miles and 40 miles round trip to Monroeville. The Post Office will only issue money orders up to \$500.00 per order, a limit of 3 money orders per day.

B. PARK INSPECTIONS: Park Attendants shall inspect the campground area a minimum of four (4) times during regular duty hours, in order to identify problem areas and any work needed to keep park in a safe and presentable condition. This includes checking the shower and restroom buildings, closing covers on campsite electrical boxes, replacing lids on trash cans, removing expired permit receipts from campsite posts, etc. As a minimum, checks should be made of the area immediately after opening gates, at least once during mid-day, mid-afternoon and prior to official quiet hours. Additional patrols should be made during high activity periods.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant shall open and close gates at 7:00 a.m. and 10:00 p.m. each evening, or at such other times as may be designated by the Contracting Officer or his authorized representative; and shall assist Corps rangers in maintaining quiet hours from 10:00 p.m. until 6:00 a.m. Campers shall be advised of quiet hours as they enter the park and any violations shall be reported to a ranger as soon as possible. During availability hours, (1) Allow campers to exit park area in cases of emergency, regardless of hour. (2) Visitors will not be allowed into campground except in cases of emergency.

VI. ADDITIONAL INFORMATION: POC is Jason Haynes at (334) 682-4244.

PARK ATTENDANT SCHEDULE FOR ISAAC CREEK CAMPGROUND
ALABAMA RIVER LAKES
 (Days to work are circled)

Schedule for Park Attendant "B"
 RFQ line item 0014

2002

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September 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

2003

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January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28

**ALLATOONA LAKE
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Thirty (30) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed BID SCHEDULE. Job duties and responsibilities and other terms and conditions listed in this SPECIFIC RECREATION AREA JOB DESCRIPTION are the same for each contract except as stated in the specific park sheets that follow.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE: No Cleaning Required.

B. DRESS CODE OR UNIFORM POLICY: Attendants are required to wear a White collared shirt (long or short sleeve), solid color slacks, or walking shorts. Dress should be appropriate, neat, clean, yet casual fashion at all times when on duty. KNEE-LENGTH SHORTS, SKORTS AND SKIRTS ONLY are permissible. See General Specs.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:
NONE

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:
NONE

VIII. ADDITIONAL INFORMATION: All bidders should contact Linda Hartsfield, park ranger/park attendant coordinator at (770) 382-4700 to arrange for a tour of the park(s) and explanation of the job duties and requirements. Prospective contractors are urged to inspect the area(s) they are interested in operating and bidding on before they submit a bid in order to become familiar with the size and scope of the area and required duties.

**BLOCKHOUSE #2 LAUNCHING RAMP
ATTENDANT
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT

Blockhouse #2 Launching Ramp

Contract Dates: 18 MAR – 23 SEP 2002

Total number of working days: 132 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

II. PARK DESCRIPTION: This park has 95 BOAT LAUNCHING PARKING SPACES & 18 SINGLE PARKING SPACES and is located approximately 3 miles from Acworth, GA. The approximate mileage for one round-trip tour of this park is 0.8 miles.

III. HOURS OF WORK: During the period 18 March through 30 March, and 15 September through 23 September attendant will work a three(3) day week (Fri - Sun) schedule. During the period, 31 March through 14 September, attendant will work a five (5) day week (Fri - Tues) schedule which will include weekends, 4th of July and other Federal Holidays (see attached calendar). Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

III. TRAINING AND ORIENTATION: Training will be at the Project Manager's Office in Cartersville on March 18 beginning at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 23. Training and debriefing days are part of your contract period.

IV. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from this park is 30 miles.

B. PARK INSPECTIONS: Will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. During these inspections, the attendant will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour is approximately 0.8 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Gates remain open 24 hours a day, seven days a week.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under “Pets”.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for this area is \$3,000. Refer to information regarding bonds in General Specs under “BONDS”.



US Army Corps
of Engineers








Allatoona Lake Blockhouse Boat Ramp

2002

 Denotes Train
and Debrief Days

 Denotes Workdays

March











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 24	25	26	27	28	 29	 30
 31	7 Work-					

April

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	1	2	3	4	5	6
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28	29	30				




22 Workdays

May

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 12	 13	 14	15	16	 17	 18
 19	 20	 21	22	23	 24	 25
 26	 27	 28	29	30	 31	

21 Workdays

June

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 23	 24	 25	26	27	 28	 29
 30						























22 Workdays

July

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21	22	23	24	25	26	27
28	29	30	31			





23 Workdays

August

S	M	T	W	T	F	S
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 4	 5	 6	7	8	 9	 10
 11	 12	 13	14	15	 16	 17
 18	 19	 20	21	22	 23	 24
 25	 26	 27	28	29	 30	 31

22 Workdays

September

S	M	T	W	T	F	S
 1	 2	 3	4	5	 6	 7
 8	 9	 10	11	12	 13	 14
 15	16	17	18	19	 20	 21
 22	 23	24	25	26	27	28
29	30					

15 Workdays

132
Total
Workdays
In Contract

**CHEROKEE MILLS LAUNCHING RAMP
ATTENDANT
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0002 PARK ATTENDANT

Cherokee Mills Launching Ramp

Contract Dates: 18 MAR - 23 SEP 2002

Total number of working days: 128 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

II. PARK DESCRIPTION: Cherokee Mills Launching Ramp has 99 BOAT LAUNCHING PARKING SPACES & 5 SINGLE PARKING SPACES. The park is located approximately 10 miles from Woodstock, GA.

III. HOURS OF WORK: During the period 18 March through 30 March, and 08 September through 23 September attendant will work a three (3) day week (Fri-Sun) schedule. During the period 31 March through 07 September attendant will work a five (5) day week (Thurs - Mon) schedule which will include weekends and Federal Holidays (see attached calendar). Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

III. TRAINING AND ORIENTATION: Training will be at the Project Manager's Office in Cartersville March 18 beginning at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 23. Training and debriefing days are part of your contract period.

IV. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from both parks is 20 miles.

B. PARK INSPECTIONS: Park attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. During these inspections, the attendants will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour of Cherokee Mills Ramp is approximately 0.8 mile.

C. CLOSING/OPENING GATES AND FACILITIES: Boat Ramp gates remain open 24 hours a day, seven days a week. Park Attendants will be required to open the adjacent day use area gates by 8: 00 A.M. on their scheduled workdays. Cherokee Mills Day Use area is approximately 500 ft from the boat ramp entrance.

D. PET POLICY: Two pet limit in campground; however, refer to conditions listed in General Specs under “Pets”.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for each area is \$3,000. Refer to information regarding bonds in General Specs under “BONDS”.

V. SPECIAL CONDITIONS REGARDING TEMPORARY LIVING QUARTERS: Attendant will not be required to occupy the premises at night; however, if park attendants have a self-contained, factory-built camper trailer or motor home, they may park it in a location in Victoria Campground as designated by the Project Manager. Cherokee Mills Ramp attendant will have to travel 6 miles round-trip to Victoria Campground.



US Army Corps
of Engineers


Allatoona Lake Cherokee Mills Boat Ramp

2002

 Denotes Train
and Debrief Days

 Denotes Workdays

March

S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17		18	19	20	21	22 23
24	25	26	27	28	29	30
31						

7 Work-

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

21 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

22 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

21 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22		23	24	25	26	27
28	29	30				

13 Workdays

128
Total
Workdays
In Contract

**CLARK CREEK NORTH CAMPGROUND
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0003 PARK ATTENDANT SCHEDULE “A”

Clark Creek North Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: **80** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$70

0004 PARK ATTENDANT SCHEDULE “B”

Clark Creek North Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: **80** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$70

II. PARK DESCRIPTION: Clark Creek North has 24 CAMPSITES. Campground is located approximately 5 miles from Acworth, GA.

III. HOURS OF WORK: During the period 01 April through 03 September, attendants will work a rotating four (4) day on, four (4) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville April 1 - 5 and April 8 - 9 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required**. NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required

to purchase cashier's checks or money orders no less than once per 4-day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from both parks is 12 miles.

B. PARK INSPECTIONS: Attendant will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendants will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour of Clark Creek North is approximately 1.0 mile.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendants will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is \$5,000. Refer to other information regarding bonds in General Specs under "BONDS".



US Army Corps
of Engineers





































Allatoona Lake Clark Creek North Campground Park Attendants "A" & "B"








































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

































 Denotes Train
and Debrief Days



































 Denotes Workday for
Park Attendant "A"
































 Denotes Workday for
Park Attendant "B"

April						
S	M	T	W	T	F	S
						6
7			10	11		13
						
						
						
						
"A" 18 Workdays "B" 15 Work-						

May						
S	M	T	W	T	F	S
						
						
						
						
						
						
"A" 15 Workdays "B" 16 Work-						

June						
S	M	T	W	T	F	S
						
						
						
						
						
						
"A" 14 Workdays "B" 16 Workdays						

July						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

August						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

September						
S	M	T	W	T	F	S
			4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
"A" 1 Workdays "B" 3 Workdays						

80 Workdays in "A"
Contract

80 Workdays in "B"
Contract

**CLARK CREEK SOUTH CAMPGROUND AND BOAT RAMP
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0005 PARK ATTENDANT “A”

Clark Creek South Campground & Boat Ramp

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: 80 (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$75

0006 PARK ATTENDANT “B”

Clark Creek South Campground & Boat Ramp

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: 80 (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$75

II. PARK DESCRIPTION: Clark Creek South has 40 CAMPSITES and a public boat ramp with 48 LAUNCHING SPACES. This campground is located approximately 5 miles from Acworth, GA.

III. HOURS OF WORK: During the period 01 April through 03 September, attendants will work a rotating four (4) day on, four (4) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville April 1 - 5 and April 8 - 9 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office, cash register, and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, computer literacy is required. NOTE: Park Office is a

Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders no less than once per 4-day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from both parks is 12 miles.

B. PARK INSPECTIONS: Attendant will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendants will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour of Clark Creek South is approximately 1.5 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendants will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for both campground and relief attendants is \$5,000. Refer to other information regarding bonds in General Specs under "BONDS".

VI. ADDITIONAL CONTRACTOR DUTIES: Boat ramp traffic will be directed through Clark Creek South Campground between 7 a.m. and 11 p.m. Attendant will open and close gates accordingly.



US Army Corps
of Engineers





































Allatoona Lake Clark Creek South Campground Park Attendants "A" & "B"








































2002





































 Denotes Train
and Debrief Days



































 Denotes Workday for
Park Attendant "A"
































 Denotes Workday for
Park Attendant "B"

April						
S	M	T	W	T	F	S
						6
7			10	11		13
						
						
						
						
"A" 18 Workdays "B" 15 Work-						

May						
S	M	T	W	T	F	S
						
						
						
						
						
						
"A" 15 Workdays "B" 16 Work-						

June						
S	M	T	W	T	F	S
						
						
						
						
						
						
"A" 14 Workdays "B" 16 Workdays						

July						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

August						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

September						
S	M	T	W	T	F	S
			4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
"A" 1 Workdays "B" 3 Workdays						

**80 Workdays in "A"
Contract**

**80 Workdays in "B"
Contract**

**OLD HIGHWAY 41 #1 RAMP AND DAY USE AREA
OLD HIGHWAY 41 #2 DAY USE AREA
ATTENDANTS
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0007 PARK ATTENDANT

Old Highway 41 #1 Ramp and Day Use Area

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: 107 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

0008 PARK ATTENDANT

Old Highway 41 #2 Day Use Area

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: 107 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$60

II. PARK DESCRIPTION: Old Highway 41 #1 has 68 BOAT LAUNCHING PARKING SPACES & 42 SINGLE PARKING SPACES. Old Highway 41 #2 has 53 SINGLE PARKING SPACES. Both parks are located approximately 2 miles from Acworth, GA.

III. HOURS OF WORK: During the period 10 April through 03 September, Old Highway 41 #1 attendant will work a five (5) day week (Fri - Tues). Old Highway 41#1 attendant will be required to work the 4th of July. Old Highway 41 #2 attendant will work a five (5) day week (Wed - Sun). Old Highway 41 #2 will be required to work Memorial Day and Labor Day. Both schedules will include weekends and Federal Holidays (see attached calendar). Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

III. TRAINING AND ORIENTATION: Training will be at the Project Manager's Office in Cartersville on April 10 beginning at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from each park is 30 miles.

B. PARK INSPECTIONS: Will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. During these inspections, the attendant will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour for each park is approximately 1.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendant will open gate each morning at 8 a.m. and gate will be closed and locked at 10 p.m. while on duty. WITHOUT EXCEPTION, park attendant will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Pets ARE NOT permitted.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for each area is \$3,000. Refer to information regarding bonds in General Specs under “BONDS”.




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of Engineers

Allatoona Lake 41#1 Day Use / Boat Ramp

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays


April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	 10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
16 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
21 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
22 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
23 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
22 Workdays						

September						
S	M	T	W	T	F	S
1	2	 3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

107
Total
Workdays
In Contract




US Army Corps
of Engineers

Allatoona Lake 41#2 Day Use

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays


April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
14 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
24 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
22 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
21 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
23 Workdays						

September						
S	M	T	W	T	F	S
1	2		4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

107
Total
Workdays
In Contract

**OLD HIGHWAY 41 #3 CAMPGROUND
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0009 PARK ATTENDANT SCHEDULE “A”

Old Highway 41 #3 Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: **80** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$75

0010 PARK ATTENDANT SCHEDULE “B”

Old Highway 41 #3 Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: **80** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$75

II. PARK DESCRIPTION: This park has 50 CAMPSITES and is located approximately 2 miles from Acworth, GA.

III. HOURS OF WORK: During the period 01 April through 03 September, attendants will work a rotating four (4) day on, four (4) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville April 1 - 5 and April 8 - 9 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required.** NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier’s checks or money orders no less than once per 4-day workweek and

at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from this park is 4 miles.

B. PARK INSPECTIONS: Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendants will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 2.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendants will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendants will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is \$5,000. Refer to other information regarding bonds in General Specs under "BONDS".



US Army Corps
of Engineers





































Allatoona Lake
41#3 Campground
Park Attendants "A" & "B"








































2002





































 Denotes Train
and Debrief Days



































 Denotes Workday for
Park Attendant "A"
































 Denotes Workday for
Park Attendant "B"

April						
S	M	T	W	T	F	S
						6
7			10	11		13
						
						
						
						
"A" 18 Workdays "B" 15 Work-						

May						
S	M	T	W	T	F	S
						
						
						
						
						
						
"A" 15 Workdays "B" 16 Work-						

June						
S	M	T	W	T	F	S
						
						
						
						
						
						
"A" 14 Workdays "B" 16 Workdays						

July						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

August						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

September						
S	M	T	W	T	F	S
			4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
"A" 1 Workdays "B" 3 Workdays						

80 Workdays in "A"
Contract

80 Workdays in "B"
Contract

**GALT'S DAY USE AREA & RAMP
KELLOGG DAY USE AREA
GALT'S/KELLOGG RELIEF
ATTENDANTS
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0011 PARK ATTENDANT

Galt's Day Use Area & Ramp

Contract Dates: 18 MAR - 23 SEP 2002

Total number of working days: **131** (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

0012 PARK ATTENDANT

Kellogg Day Use Area

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: **106** (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

0013 RELIEF PARK ATTENDANT

Galt's/Kellogg Road Day Use Areas

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: **84** (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$80

II. PARK DESCRIPTION: Galt's Day Use has 141 SINGLE PARKING SPACES and 50 BOAT LAUNCHING SPACES and is located approximately 7 miles from Acworth, GA. Kellogg Day Use has 144 SINGLE PARKING SPACES and is located approximately 8 miles from Acworth, GA.

III. HOURS OF WORK:

Galt's Day Use & Ramp Attendant – During the period 18 March through 30 March, attendant will work a three (3) day week (Fri through Sun) schedule. During the period 31 March through 13 April and 03 September through 23 September, attendant will work a five (5) day week (Fri through Tues) schedule. During the period 14 April through 10 September, attendant will work a five (5) day week (Tues - Sat) schedule.

Kellogg Attendant - During the period 10 April through 03 September, attendant will work a five (5) day week (Thurs - Mon) schedule.

Relief Attendant Galts/Kellogg - During the period 10 April through 03 September, attendant will work a four (4) day week (Sun & Mon at Galt's, and Tues & Wed at Kellogg) schedule. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

IV. TRAINING AND ORIENTATION: Training for Galt's Attendant will be at the Project Manager's Office in Cartersville on March 18 beginning at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 23. Training for Kellogg and Relief attendant will be at the Project Manager's Office in Cartersville on April 10 beginning at 8 a.m. Debriefing for Kellogg and Relief attendant will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 03. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from Galt's and Kellogg is 30 miles.

B. PARK INSPECTIONS: Park Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three(3) hours. During these inspections, the attendant will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour is approximately 0.5 miles for Galt's and 0.7 miles for Kellogg.

C. CLOSING/OPENING GATES AND FACILITIES: Attendant will open gate each morning at 8 a.m. and gate will be closed and locked at 10 p.m. while on duty. WITHOUT EXCEPTION, park attendant will also open gates to allow emergency vehicles access to park and customers.

D. PET POLICY: Pets ARE NOT Permitted.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for Galt's, Kellogg and Relief attendant is **\$3,000.** Refer to information regarding bonds in General Specs under "BONDS".

VI. ADDITIONAL CONTRACTOR DUTIES: All three attendants, on scheduled workdays, will place the reserved sign down on the shelter at 8:00 a.m. on the day of the reservation. Will post signs in gatehouse windows regarding shelter reservation. Will issue horseshoes and volleyball to shelter users.

RELIEF ATTENDANT - must physically move camper and transportation vehicles (for area supervision) to the above listed areas on days assigned in order to provide duty and availability time where needed. The weekly round-trip mileage for relief attendant to both day use areas is approximately 6 miles.



US Army Corps
of Engineers

Allatoona Lake Galt's Day Use & Boat Ramp

2002

 Denotes Train
and Debrief Days

 Denotes Workdays

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17		18	19	20	21	22 23
24	25	26	27	28	29	30
31						

7 Work-

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

21 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			


22 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22		23	24	25	26	27
28						
29	30					

15 Workdays

131
Total
Workdays
In Contract




US Army Corps
of Engineers

Allatoona Lake Kellogg Creek Day Use

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays


April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
15 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
22 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
22 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
21 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
23 Workdays						

September						
S	M	T	W	T	F	S
1	2		4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

106
Total
Workdays
In Contract



US Army Corps
of Engineers













Allatoona Lake Galt's / Kellogg Relief

















2002


















 Denotes Train
and Debrief Days




















 Denotes Workday
at Galt's

















 Denotes Workday
at Kellogg

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11	12	13
				18	19	20
				25	26	27
						
12 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
				9	10	11
				16	17	18
				23	24	25
				30	31	
17 Workdays						

June						
S	M	T	W	T	F	S
						1
				6	7	8
				13	14	15
				20	21	22
				27	28	29
						
17 Workdays						

July						
S	M	T	W	T	F	S
				4	5	6
				11	12	13
				18	19	20
				25	26	27
						
19 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
				8	9	10
				15	16	17
				22	23	24
				29	30	31
16 Workdays						

September						
S	M	T	W	T	F	S
			4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

84
Total
Workdays
In Contract

**MCKASKEY CAMPGROUND
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0014 PARK ATTENDANT SCHEDULE “A”

McKaskey Campground

Contract Dates: 19 MAR - 03 SEP 2002

Total number of working days: **88** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$70

0015 PARK ATTENDANT SCHEDULE “B”

McKaskey Campground

Contract Dates: 19 MAR - 03 SEP 2002

Total number of working days: **86** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$70

II. PARK DESCRIPTION: This park has 51 CAMPSITES and is located approximately 7 miles from Cartersville, GA.

III. HOURS OF WORK: During the period 19 March through 03 September, attendants will work a rotating four (4) day on, four (4) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville March 19 - 22 and March 25 - 27 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. September 03. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required**. NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required

to purchase cashier's checks or money orders no less than once per 4-day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from this park is 11 miles.

B. PARK INSPECTIONS: Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendants will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 1.2 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendants will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendants will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is **\$5,000**. Refer to other information regarding bonds in General Specs under "BONDS".



US Army Corps
of Engineers

Allatoona Lake McKaskey Creek Campground Park Attendants "A" & "B"

2002

 Denotes Train
and Debrief Days

 Denotes Workdays for
Park Attendant "A"

 Denotes Workdays for
Park Attendant "B"

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

"A" 10 Workdays "B" 7 Workdays

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

"A" 14 Workdays "B" 16 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

"A" 15 Workdays "B" 16 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

"A" 16 Workdays "B" 14 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

"A" 16 Workdays "B" 15 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

"A" 16 Workdays "B" 15 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

"A" 1 Workdays "B" 3 Workdays

88 Workdays in "A"
Contract

86 Workdays in "B"
Contract

**MCKINNEY CAMPGROUND
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0016 PARK ATTENDANT SCHEDULE “A”

McKinney Campground

Contract Dates: 19 MAR - 09 OCT 2002

Total number of working days: **104** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$90

0017 PARK ATTENDANT SCHEDULE “B”

McKinney Campground

Contract Dates: 19 MAR - 09 OCT 2002

Total number of working days: **106** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$90

II. PARK DESCRIPTION: This park has 150 CAMPSITES and is located approximately 8 miles from Acworth, GA.

III. HOURS OF WORK:

A. During the periods 19 March through 09 October, attendants will work a rotating three (3) day on, three (3) day off schedule which will include weekends and Federal Holidays (see attached calendar). Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

B. During the period 03 September - 09 October, park attendants will continue with the rotating three (3) day on, three (3) day off schedule. Gatehouse hours Monday through Wednesday will be 7 a.m. to 9 a.m. and 2 p.m. to 11 p.m. Gatehouse hours on Thursday, Friday, Saturday and Sunday will be 7 a.m. until 11 p.m.

C. During the period 01 October - 09 October, gate will lock at 9 p.m. Gatehouse operation hours will be the same for the exception of closing at 9 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville March 19 – 22 and March 25 - 27 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. October 10. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required.** NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders no less than once per three (3) day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each three (3) day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$7.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from this park is 16 miles.

B. PARK INSPECTIONS: Park attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendant will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 5.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and the gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendants will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendants will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is **\$5,000.** Refer to other information regarding bonds in General Specs under "BONDS".



US Army Corps
of Engineers

Allatoona Lake McKinney Campground

Park Attendants "A" & "B"

2002

 Denotes Train
and Debrief Days

 Denotes Workdays for
Park Attendant "A"

 Denotes Workdays for
Park Attendant "B"

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

"A" 7 Workdays "B" 10 Workdays

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

"A" 15 Workdays "B" 15 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

"A" 16 Workdays "B" 15 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

"A" 15 Workdays "B" 15 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27

"A" 16 Workdays "B" 15 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24

"A" 16 Workdays "B" 15 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

"A" 15 Workdays "B" 15 Workdays

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

"A" 4 Workdays "B" 6 Workdays

**104 Workdays in "A"
Contract**

**106 Workdays in "B"
Contract**

**PAYNE CAMPGROUND & RAMP
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0018 PARK ATTENDANT SCHEDULE “A”

Payne Campground & Ramp

Contract Dates: 19 MAR - 03 SEP 2002

Total number of working days: 88 (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$80

0019 PARK ATTENDANT SCHEDULE “B”

Payne Campground & Ramp

Contract Dates: 19 MAR - 03 SEP 2002

Total number of working days: 86 (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$80

II. PARK DESCRIPTION: This park has 60 CAMPSITES and a ramp with 88 launching spaces and 38 single vehicle spaces, it is located approximately 7 miles from Acworth, GA.

III. HOURS OF WORK: During the period 19 March through 03 September, attendants will work a rotating four (4) day on, four (4) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville March 19 – 22 and 25 - 27 beginning each day at 8 a.m. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. September 03. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office, cash register, and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, computer literacy is required. NOTE: Park Office is a

Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders no less than once per 4-day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from this park is 16 miles.

B. PARK INSPECTIONS: Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendants will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 1.5 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendant will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is \$5,000. Refer to other information regarding bonds in General Specs under "BONDS".

VI. ADDITIONAL CONTRACTOR DUTIES: Boat ramp traffic will be directed through campground between 7 a.m. and 11 p.m. Attendant will open and close gates accordingly.



US Army Corps
of Engineers

Allatoona Lake Payne Campground Park Attendants "A" & "B"

2002

 Denotes Train
and Debrief Days

 Denotes Workdays for
Park Attendant "A"

 Denotes Workdays for
Park Attendant "B"

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

"A" 10 Workdays "B" 7 Workdays

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

"A" 14 Workdays "B" 16 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

"A" 15 Workdays "B" 16 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

"A" 16 Workdays "B" 14 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

"A" 16 Workdays "B" 15 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

"A" 16 Workdays "B" 15 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

"A" 1 Workdays "B" 3 Workdays

**88 Workdays in "A"
Contract**

**86 Workdays in "B"
Contract**

**DALLAS ROAD PARK DAY USE
PROCTOR PARK DAY USE
PROCTOR PARK/DALLAS ROAD RELIEF
ATTENDANTS
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0020 PARK ATTENDANT

Proctor Park Day Use Area

Contract Dates: 18 MAR - 23 SEP 2002

Total number of working days: **133** (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$70

0021 RELIEF PARK ATTENDANT

Proctor Park/Dallas Road Day Use Areas

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: **84** (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$80

0022 PARK ATTENDANT

Dallas Road Day Use Area

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: **106** (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$70

II. PARK DESCRIPTION: Dallas Road park has 400 SINGLE PARKING SPACES and is located approximately 1.5 miles from Acworth, GA. Proctor Park has 263 SINGLE PARKING SPACES and is located approximately 2.5 miles from Acworth, GA.

III. HOURS OF WORK:

Proctor Park Attendant – During the period 18 March through 30 March, attendant will work a three (3) day week (Fri through Sun) schedule. During the period 31 March through 13 April and 08 September through 23 September, attendant will work a five (5) day week (Wed - Sun). During the period 16 April through 07 September, attendant will work a five (5) day week (Tues - Sat) schedule.

Dallas Road Attendant - During the period 10 April through 03 September, attendant will work a five (5) day week (Thurs - Mon) schedule.

Relief Attendant Proctor Park/Dallas Road - During the period 10 April through 03 September, attendant will work a four (4) day week (Sun & Mon at Proctor Park, and Tues & Wed at Dallas Road) schedule.

See attached calendar. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

IV. TRAINING AND ORIENTATION: Training for Proctor Park Attendant will be at the Project Manager's Office in Cartersville March 18 beginning at 8 a.m. each day. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 23. Training for Dallas Road and Relief attendant will be at the Project Manager's Office in Cartersville April 10 beginning at 8 a.m. each day. Debriefing for Dallas Road and Relief attendant will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. **ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY.** The park attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from Proctor Park is 30 miles and approximate round-trip mileage to bank from Dallas Road is 30 miles.

B. PARK INSPECTIONS: Will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. During these inspections, the attendant will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour is approximately 1.0 mile for each park.

C. CLOSING/OPENING GATES AND FACILITIES: Attendant will open gate each morning at 8 a.m. and gate will be closed and locked at 10 p.m. while on duty. **WITHOUT EXCEPTION**, park attendant will also open gates to allow emergency vehicles access to park and customers.

D. PET POLICY: Pets ARE NOT Permitted.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for this Dallas Road, Proctor Park and Relief attendant is **\$3,000.** Refer to information regarding bonds in General Specs under “BONDS”.

VI. ADDITIONAL CONTRACTOR DUTIES:

RELIEF ATTENDANT - must physically move camper and transportation vehicles (for area supervision) to the above listed areas on days assigned in order to provide duty and availability time where needed. The weekly round-trip mileage for relief attendant to both day use areas is approximately 3 miles.



US Army Corps
of Engineers

Allatoona Lake Proctor Day Use

2002



Denotes Train
and Debrief Days



Denotes Workdays

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17		18	19	20	21	22
23	24	25	26	27	28	29
30	31					

7 Work-

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

21 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

22 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22		23	24	25	26	27
28	29	30				

17 Workdays

133
Total
Workdays
In Contract



US Army Corps
of Engineers

Allatoona Lake Dallas / Proctor Relief


















2002

 Denotes Train
and Debrief Days

 Denotes Workday
at Dallas Road

















 Denotes Workday
at Proctor

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
12 Workdays						

May						
S	M	T	W	T	F	S
				2	3	4
				9	10	11
				16	17	18
				23	24	25
				30	31	
17 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
17 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
19 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
				8	9	10
				15	16	17
				22	23	24
				29	30	31
16 Workdays						

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

84
Total
Workdays
In Contract




US Army Corps
of Engineers

Allatoona Lake Dallas Road Day Use

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
15 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
22 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
22 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
21 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
23 Workdays						

September						
S	M	T	W	T	F	S
1	2		4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

106
Total
Workdays
In Contract

**SWEETWATER CAMPGROUND
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0023 PARK ATTENDANT SCHEDULE “A”

Sweetwater Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: **80** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$85

0024 PARK ATTENDANT SCHEDULE “B”

Sweetwater Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: **80** (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$85

II. PARK DESCRIPTION: This park has 159 CAMPSITES and a ramp with 20 public launching spaces is located approximately 10 miles from Canton, GA.

III. HOURS OF WORK: During the periods 01 April through 03 September, attendants will work a rotating three (3) day on, three (3) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville April 1 – 5 and April 8 - 9 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office, cash register, and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required.** NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants

will be required to purchase cashier's checks or money orders no less than once per 4-day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$7.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to bank from this park is 20 miles.

B. PARK INSPECTIONS: Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendant will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 5.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendant will open gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendant will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendants will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is **\$5,000**. Refer to other information regarding bonds in General Specs under "BONDS".

VI. ADDITIONAL CONTRACTOR DUTIES:

A. Boat ramp traffic will be directed through campground between 7 a.m. and 11 p.m. Attendant will collect user fees and sell annual day use passes.

B. Attendant, Monday – Thursday, if scheduled to work will open the Sweetwater Day Use gate and comfort station by 8:00 a.m. and close it at 9:30 p.m. daily. **Exception** (28 May, 01-03 July and 03 September) Attendants will inspect comfort station in area when gates are first opened and will advise Corps personnel of any vandalism or problems. Attendants will collect user fees and sell annual day use passes from the campground gatehouse. Round-trip is approximately 1.0 mile.

C. Attendants will place reserved sign down on shelter (if there is a reservation scheduled that day) when gate is first opened and attendant will also issue horseshoes and volleyball to shelter groups.



US Army Corps
of Engineers

Allatoona Lake Sweetwater Campground































Park Attendants "A" & "B"

































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



























 Denotes Train
and Debrief Days



































 Denotes Workday for
Park Attendant "A"
































 Denotes Workday for
Park Attendant "B"

April						
S	M	T	W	T	F	S
						6
7			10	11		
						
						
						
"A" 17 Workdays "B" 16 Work-						

May						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

June						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 15 Workdays "B" 15 Workdays						

July						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 16 Workdays "B" 15 Work-						

August						
S	M	T	W	T	F	S
						
						
						
						
						
"A" 15 Workdays "B" 16 Work-						

September						
S	M	T	W	T	F	S
			4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
"A" 1 Workdays "B" 3 Workdays						

80 Workdays in "A"
Contract

80 Workdays in "B"
Contract

**SWEETWATER DAY USE AREA
ATTENDANT
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0025 PARK ATTENDANT

Sweetwater Day Use Area

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: 72 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

II. PARK DESCRIPTION: This park has 133 SINGLE PARKING SPACES and is located approximately 10 miles from Canton, GA.

III. HOURS OF WORK: During the period 10 April through 03 September, attendant will work a Three (3) day week (Fri - Sun) schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m. Attendants will be required to work July 01-04.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager's Office in Cartersville April 10 beginning at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 3. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from this park is 30 miles.

B. PARK INSPECTIONS: Will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. During these

inspections, the attendant will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour is approximately 0.8 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendant will open gate each morning at 8 a.m. and gate will be closed and locked at 10 p.m. while on duty. WITHOUT EXCEPTION, park attendant will also open gates to allow emergency vehicles access to park and customers.

D. PET POLICY: Pets ARE NOT Permitted.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for this area is \$3,000. Refer to information regarding bonds in General Specs under “BONDS”.




US Army Corps
of Engineers

Allatoona Lake Sweetwater Day Use

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays


April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11	<input type="checkbox"/> 12	<input type="checkbox"/> 13
<input type="checkbox"/> 14	15	16	17	18	<input type="checkbox"/> 19	<input type="checkbox"/> 20
<input type="checkbox"/> 21	22	23	24	25	<input type="checkbox"/> 26	<input type="checkbox"/> 27
<input type="checkbox"/> 28	29	30				
10 Workdays						

May						
S	M	T	W	T	F	S
			1	2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
<input type="checkbox"/> 5	6	7	8	9	<input type="checkbox"/> 10	<input type="checkbox"/> 11
<input type="checkbox"/> 12	13	14	15	16	<input type="checkbox"/> 17	<input type="checkbox"/> 18
<input type="checkbox"/> 19	20	21	22	<input type="checkbox"/> 23	<input type="checkbox"/> 24	<input type="checkbox"/> 25
<input type="checkbox"/> 26	<input type="checkbox"/> 27	28	29	30	<input type="checkbox"/> 31	
15 Workdays						

June						
S	M	T	W	T	F	S
						<input type="checkbox"/> 1
<input type="checkbox"/> 2	3	4	5	6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
<input type="checkbox"/> 9	10	11	12	13	<input type="checkbox"/> 14	<input type="checkbox"/> 15
<input type="checkbox"/> 16	17	18	19	20	<input type="checkbox"/> 21	<input type="checkbox"/> 22
<input type="checkbox"/> 23	24	25	26	27	<input type="checkbox"/> 28	<input type="checkbox"/> 29
<input type="checkbox"/> 30						
14 Workdays						

July						
S	M	T	W	T	F	S
	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6
<input type="checkbox"/> 7	8	9	10	11	<input type="checkbox"/> 12	<input type="checkbox"/> 13
<input type="checkbox"/> 14	15	16	17	18	<input type="checkbox"/> 19	<input type="checkbox"/> 20
<input type="checkbox"/> 21	22	23	24	25	<input type="checkbox"/> 26	<input type="checkbox"/> 27
<input type="checkbox"/> 28	29	30	31			
16 Workdays						

August						
S	M	T	W	T	F	S
				1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
<input type="checkbox"/> 4	5	6	7	8	<input type="checkbox"/> 9	<input type="checkbox"/> 10
<input type="checkbox"/> 11	12	13	14	15	<input type="checkbox"/> 16	<input type="checkbox"/> 17
<input type="checkbox"/> 18	19	20	21	22	<input type="checkbox"/> 23	<input type="checkbox"/> 24
<input type="checkbox"/> 25	26	27	28	29	<input type="checkbox"/> 30	<input type="checkbox"/> 31
14 Workdays						

September						
S	M	T	W	T	F	S
<input type="checkbox"/> 1	<input type="checkbox"/> 2		4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

72
Total
Workdays
In Contract

**TANYARD RAMP/BLOCKHOUSE RAMP RELIEF
ATTENDANT
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0026 PARK ATTENDANT

Tanyard Ramp/Blockhouse Ramp Relief

Contract Dates: 10 APR - 03 SEP 2002

Total number of working days: 107 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

II. PARK DESCRIPTION: Tanyard Ramp has 91 BOAT LAUNCHING PARKING SPACES & 8 SINGLE PARKING SPACES. Tanyard Ramp is approximately 2.5 miles from Acworth, GA. Blockhouse Ramp has 95 BOAT LAUNCHING SPACES & 18 SINGLE CAR SPACES. Blockhouse Ramp is approximately 3.0 miles from Acworth, GA.

III. HOURS OF WORK: During the period 10 April through 03 September, attendant will work a five (5) day week (Fri – Sun at Tanyard Ramp) and (Wed – Thurs at Blockhouse Ramp) schedule which includes weekends and Federal Holidays. *

EXCEPTION: Attendant will work Memorial Day, 4th of July and Labor Day at Tanyard Ramp. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

IV. TRAINING AND ORIENTATION: Training for Tanyard Ramp will be at the Project Manager's Office in Cartersville on April 10 beginning each day at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on September 03. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park

attendant will be responsible for transportation to and from the bank. Approximate round-trip mileage to bank from both parks is 30 miles.

B. PARK INSPECTIONS: Will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three(3) hours. During these inspections, the attendant will check for littered picnic sites, vehicles parked on grass, alcohol and pet violations (if applicable). If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10 p.m. Total mileage for one inspection tour for each park is approximately 0.8 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Gates remain open 24 hours a day, seven days a week.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under “Pets”.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for each area is \$3,000. Refer to information regarding bonds in General Specs under “BONDS”.

VI. SPECIAL CONDITION/REQUIREMENT:

ATTENDANT WILL HAVE TO TRAVEL 5 MILES ROUND-TRIP TO BLOCKHOUSE RAMP ON WED & THURS.

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US Army Corps
of Engineers















Allatoona Lake Tanyard & Blockhouse Ramp Relief

























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


















 Denotes Train
and Debrief Days






















 Denotes Workday
at Blockhouse
























 Denotes Workday
at Tanyard

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11		
	15	16				
	22	23				
	29	30				
14 Workdays						

May						
S	M	T	W	T	F	S
						
	6	7				
	13	14				
	20	21				
	27	28				
24 Workdays						

June						
S	M	T	W	T	F	S
						
	3	4				
	10	11				
	17	18				
	24	25				
22 Workdays						

July						
S	M	T	W	T	F	S
	1	2				
	8	9				
	15	16				
	22	23				
	29	30				
21 Workdays						

August						
S	M	T	W	T	F	S
						
	5	6				
	12	13				
	19	20				
	26	27				
23 Workdays						

September						
S	M	T	W	T	F	S
			4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

107
Total
Workdays
In Contract

**UPPER STAMP CREEK CAMPGROUND
ATTENDANT
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0027 PARK ATTENDANT

Upper Stamp Creek Campground

Contract Dates: 01 APR - 03 SEP 2002

Total number of working days: 152 (includes 7 training days and 1 debriefing day)

Government's estimated daily bid price: \$60

II. PARK DESCRIPTION: This park has 20 CAMPSITES and is located approximately 10 miles from Cartersville, GA.

III. HOURS OF WORK: During the period 01 April through 03 September, attendant will work a seven (7) day week (Sun - Sat including Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Gatehouse hours Monday through Thursday will be 7 a.m. to 8 a.m. and 3 p.m. to 11 p.m. Maintain ten (9) hours actual on duty time. Gatehouse hours on Friday, Saturday and Sunday will be 7 a.m. until 11 p.m. Memorial Day, July 4th and Labor Day gatehouse hours will be 7 a.m. until 11 p.m. Maintain sixteen (16) hours actual on duty time.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager's Office in Cartersville April 1 – 5 and April 8 - 9 beginning at 8 a.m. each day. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. September 04. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required.** NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders no less than once per workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's

personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to Post Office from this park is 18 miles.

B. PARK INSPECTIONS: Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendants will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 1.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendants will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendants will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is \$5,000. Refer to other information regarding bonds in General Specs under "BONDS".










US Army Corps
of Engineers

Allatoona Lake Upper Stamp Creek Campground

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays


April						
S	M	T	W	T	F	S
						6
7			10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
26 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
31 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
30 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
31 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
31 Workdays						

September						
S	M	T	W	T	F	S
1	2		4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

152
Total
Workdays
In Contract

**VICTORIA CAMPGROUND
ATTENDANTS A & B
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0028 PARK ATTENDANT SCHEDULE “A”

Victoria Campground

Contract Dates: 19 MAR - 21 OCT 2002

Total number of working days: 136 (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$80

0029 PARK ATTENDANT SCHEDULE “B”

Victoria Campground

Contract Dates: 19 MAR - 03 SEP 2002

Total number of working days: 86 (includes 7 training days and 1 debriefing day)

Government’s estimated daily bid price: \$80

II. PARK DESCRIPTION: This park has 73 CAMPSITES and is located approximately 10 miles from Woodstock, GA.

III. HOURS OF WORK: During the period 19 March through 03 September, attendants will work a rotating four (4) day on, four (4) day off schedule which will include weekends and Federal Holidays. Attendants will maintain 24-hour surveillance at park during their scheduled workdays. Maintain sixteen (16) hours actual on duty time from 7 a.m. until 11 p.m.

NOTE: Attendant “A” will work seven (7) days a week beginning 03 September. Gatehouse hours Monday through Thursday will be 7 a.m. to 9 a.m. and 2 p.m. to 11 p.m. Gatehouse hours on Friday, Saturday and Sunday will be 7 a.m. until 11 p.m. During the period 01 October - 21 October the gate will close at 9 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager’s Office in Cartersville March 19 – 22 and March 25 - 27 beginning at 8 a.m. each day. Debriefing will be at the Project Manager’s Office in Cartersville at 9:30 a.m. 03 September for Attendant “B” and 21 October for Attendant “A”. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, **computer literacy is required.** NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders no less than once per 4-day workweek and at any time cash on hand exceeds \$5,000. Cash Conversions must be made no more than 24 hours after the end of each 4-day workweek. Detailed procedures will be provided at orientation. Park attendants will submit bills for collections, cashiers checks, and Camper's personal checks using certified mail. The average cost of mailing these items certified is approximately \$6.00. The park attendants will be responsible for the cost of the cashier's checks or money orders, envelopes, and transportation to and from the Post Office. Approximate round-trip mileage to the Post Office from the park is 20 miles.

B. PARK INSPECTIONS: Attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three (3) hours. The last inspection tour will be between 10 p.m. and 11 p.m. During this inspection, the park attendant will advise visitors of the 10:30 p.m. checkout. Additional guidance will be given during park attendant training. Total mileage for one inspection tour is approximately 1.2 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Attendants will open the gate each morning at 7 a.m. and gate will be closed and locked at 11 p.m. while on duty. WITHOUT EXCEPTION, park attendant will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.

D. PET POLICY: Two pet limit in park; however, refer to conditions listed in General Specs under "Pets".

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is **\$5,000.** Refer to other information regarding bonds in General Specs under "BONDS".

VI. ADDITIONAL CONTRACTOR DUTIES:

A. Attendant, on Wednesdays and Thursdays, if scheduled to work, will open gate and comfort station at Victoria Day Use Area by 8:00 a.m. and close at 9:30 p.m. Will inspect comfort station in area when gates are first opened and will advise Corps personnel of any vandalism or problems.

B. Attendant, on Wednesdays and Thursdays, if scheduled to work will make an inspection tour of Victoria Day Use Area three (3) times daily and will report any deficiencies or disturbances to the Project Manager's Office. Round trip is approximately 1.0 mile.



US Army Corps
of Engineers

Allatoona Lake Victoria Campground

Park Attendants "A" & "B"

2002

 Denotes Train
and Debrief Days

 Denotes Workdays for
Park Attendant "A"

 Denotes Workdays for
Park Attendant "B"

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

"A" 10 Workdays "B" 7 Workdays

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

"A" 14 Workdays "B" 16 Workdays

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

"A" 15 Workdays "B" 16 Workdays

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

"A" 16 Workdays "B" 14 Workdays

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27

"A" 16 Workdays "B" 15 Workdays

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24

"A" 16 Workdays "B" 15 Workdays

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

"A" 28 Workdays "B" 3 Workdays

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

"A" 21 Workdays

**136 Workdays in "A"
Contract**

**86 Workdays in "B"
Contract**

**VICTORIA RAMP AND DAY USE
ATTENDANT
ALLATOONA LAKE**

I. RFQ LINE ITEM REFERENCE #

0030 PARK ATTENDANT

Victoria Ramp and Day Use Area

Contract Dates: 10 APR – 03 SEP 2002

Total number of working days: 107 (includes 1 training day and 1 debriefing day)

Government's estimated daily bid price: \$65

II. PARK DESCRIPTION: Victoria Ramp and Day Use Area has 95 BOAT LAUNCHING PARKING SPACES & 94 SINGLE PARKING SPACES. This park is located approximately 10 miles from Woodstock, GA.

III. HOURS OF WORK: During the period 10 April through 03 September, Victoria Day Use Attendant will work a five (5) day week (Fri – Tues). The schedule will include weekends, 4th of July and other Federal Holidays. Maintain fourteen (14) hours actual on duty time from 8 a.m. until 10 p.m.

IV. TRAINING AND ORIENTATION: Training will be at the Project Manager's Office in Cartersville 10 April beginning at 8 a.m. Debriefing will be at the Project Manager's Office in Cartersville at 9:30 a.m. on 03 September. Training and debriefing days are part of your contract period.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will operate cash registers to collect user fees. A training session will be provided. Park attendants will be required to deposit user fees into an approved Treasury Department account at a designated bank any time that cash exceeds \$1,000 or a maximum of once each day. However, a deposit must be made at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF DAY. The park attendants will be responsible for transportation to and from the bank. Approximate round trip mileage to bank is 26 miles.

B. PARK INSPECTIONS: Park attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every three(3) hours.

During these inspections, the attendant will check for littered picnic sites, vehicles parked on the grass, alcohol and pet violations. If minor violations of this kind are noted, the attendant should correct the problem if possible. The last inspection tour will be between 9:30 and 10:00 p.m. Total mileage for one inspection tour is approximately 1.0 mile.

C. CLOSING/OPENING GATES AND FACILITIES: Gates remain open 24 hours a day, seven days a week.

D. PET POLICY: Two pet limit in campground; however, refer to conditions listed in General Specs under “Pets”.

E. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The bond for this area is \$3,000. Refer to information regarding bonds in General Specs under “BONDS”.

VI. SPECIAL CONDITIONS REGARDING TEMPORARY LIVING

QUARTERS: Attendants will not be required to occupy the premises at night; however, if park attendants have a self-contained factory-built camper trailer or motor home, they may park it in a location in Victoria Campground as designated by the Project Manager. (Victoria Campground is adjacent to Victoria Day Use Area).




US Army Corps
of Engineers

Allatoona Lake Victoria Day Use / Boat Ramp

2002

 Denotes Train
and Debrief Days

☐ Denotes Workdays


April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9		11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
16 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
21 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
22 Workdays						

July						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
23 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
22 Workdays						

September						
S	M	T	W	T	F	S
1	2		4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
3 Workdays						

107
Total
Workdays
In Contract

**BAY SPRINGS LAKE
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Twelve (12) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed BID SCHEDULE. **Bidders must also bid on both the Base Period and the Option Period (where applicable). Bidders who bid on just the base period or just the option period will be disqualified for that particular job.** Job duties and responsibilities and other terms and conditions listed in this SPECIFIC RECREATION AREA JOB DESCRIPTION are the same for each contract except as stated in the specific park sheets that follow.

II. HOURS OF WORK: Calendars are not available at this time. Bidders should contact the specified Park Ranger(s) for additional information.

III. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE: Refer to General Specifications.

B. PET POLICY: Attendants are allowed to have pets. Refer to conditions listed in the General Specifications under Pets.

C. DRESS CODE OR UNIFORM POLICY: Uniforms are not required at this project. Park attendants must comply with conditions listed in the General Specifications under uniforms.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Park Attendants are required to furnish a minimum \$3,000 surety bond to the Contracting Officer. For more information, please refer to the General Specifications for Park Attendants.

IV. ADDITIONAL INFORMATION: All bidders should contact the specified Park Rangers to arrange for a tour of the park(s) and explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

**PINEY GROVE CAMPGROUND
ATTENDANTS A & B
BAY SPRINGS LAKE**

I. RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT SCHEDULE "A" BASE PERIOD

Piney Grove Campground, Bay Springs Lake

Contract Dates: 25 March 2002 - 10 November 2002

Total Number of Working Days: 117

Government Estimated Bid Price: \$75.00

0002 PARK ATTENDANT SCHEDULE "A" OPTION PERIOD

Piney Grove Campground, Bay Springs Lake

Contract Dates: 24 March 2003 - 16 November 2003

Total Number of Working Days: 120

Government Estimated Bid Price: \$75.00

0003 PARK ATTENDANT SCHEDULE "B" BASE PERIOD

Piney Grove Campground, Bay Springs Lake

Contract Dates: 25 March 2002 - 07 November 2002

Total Number of Working Days: 114

Government Estimated Bid Price: \$75.00

0004 PARK ATTENDANT SCHEDULE "B" OPTION PERIOD

Piney Grove Campground, Bay Springs Lake

Contract Dates: 24 March 2003 - 14 November 2003

Total Number of Working Days: 118

Government Estimated Bid Price: \$75.00

II. PARK DESCRIPTION: The campground contains 142 class A sites with full electrical and water. Each site has gray stone impact area providing a grill, picnic table, lantern holder, and concrete food preparation table. Each site also has an asphalt spur for parking a recreational vehicle. The campground also contains three shower buildings, laundry building, fish cleaning building, two tot lot playgrounds, two multi-use courts, pavilion, dump station, two fishing piers, and boat ramp. The campground is located in Tishomingo County, Mississippi on the North end of the Tennessee Tombigbee Waterway. The total mileage for one round trip tour through the campground is 2.2 miles. Maps are available on request.

III. HOURS OF WORK: The Park Attendant will work a shift consisting of four days on duty and four days off throughout the duration of the contract. At the beginning of a shift, the Park Attendant will begin work at 6:00 a.m. and work to 10:00 p.m. The Park Attendant

will work 16 hours daily and will be on call at his living area from 10:00 p.m. to 6:00 a.m. and will render assistance and respond promptly to all emergency situations. The Park Attendant's shift will be completed at 6:00 a.m. following the last day worked.

IV. TRAINING AND ORIENTATION: Park Attendant orientation and training will be held on March 25-28, 2002 which will consist of 8 hours per day. The Park Attendant will be paid for two 16-hour days for attending the four 8 hour training sessions. The training will be held either at the Bay Springs Resource Office, Piney Grove Campground or at the Whitten Campground in Fulton, Mississippi or possibly a combination and will begin at 8:00 a.m. each day.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Attendants will be required to collect camping fees, visitor fees, annual pass fees, and Golden Age Passport fees. Attendant will convert cash to cashier's check at local bank which is a 30 mile round trip. Park Attendant will be responsible for the collection and processing of fees through the National Recreation Reservation Service. Park Attendant will work in accordance with all guidelines set forth in the general specifications under Fee Collection, Accounting, and Processing.

B. PARK INSPECTIONS: A minimum of four park patrols will be conducted each working day between the hours of 8:00 a.m. - 9:00 a.m.; 1:00 p.m. - 2:00 p.m.; 5:00 p.m. - 6:00 p.m.; 9:00 p.m. - 10:00 p.m. A minimum of two (2) of these inspections will include the inspection of all three bathrooms for cleanliness and maintenance repairs. All findings will be reported to resource personnel. Also, Park Attendant will inspect all campground facilities for potential safety hazards. While these inspections are being made the other attendant must be in the gatehouse. All inspections will be logged.

C. CLOSING/OPENING GATES AND FACILITIES: Park Attendant will be responsible for opening campground entrance gate at 6:00 a.m. and closing gate at 10:00 p.m. Park Attendant will be responsible for turning lights on and off at two multi-use courts. The lights will be turned off at 10:00 p.m. in accordance with quiet hour's policy. Park Attendant will also be responsible for opening and closing the entrance gate to Piney Grove Picnic Area before and after Piney Grove Beach opens. This is usually mid-May – Labor Day. Park Attendant must check area to insure that all vehicles are out before locking area. The round trip mileage from campground to picnic area is 4.0 miles. Park Attendant will open the campground gate at any time between the hours of 10:00 p.m. and 6:00 a.m. if an emergency occurs, or for users who demand to be let out of the park. Park Attendant will also open the gate to allow emergency vehicles to access the park.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Contractor will not be released early under this contract to fulfill other contracts. Park Attendant must have a

personal change fund consisting of \$100.00 throughout the duration of the contract. Park Attendants will provide change for phone, washer, dryer, and vending machines.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES: Park Attendant will be responsible for all computer equipment, radios, credit card machine, weather radio, telephone, and any other property items that will be signed out to the Park Attendant.

VII. ADDITIONAL INFORMATION: POC is Mike Carter at 662-454-3481.

**WHITTEN CAMPGROUND
ATTENDANTS A & B
FULTON POOL
BAY SPRINGS LAKE**

I. RFQ LINE ITEM REFERENCE #

0005 PARK ATTENDANT SCHEDULE "A" BASE PERIOD

Whitten Campground, Fulton Pool

Contract Dates: 25 March 2002 - 10 November 2002

Total Number of Working Days: 117

Government Estimated Bid Price: \$70.00

0006 PARK ATTENDANT SCHEDULE "A" OPTION PERIOD

Whitten Campground, Fulton Pool

Contract Dates: 24 March 2003 - 16 November 2003

Total Number of Working Days: 120

Government Estimated Bid Price: \$70.00

0007 PARK ATTENDANT SCHEDULE "B" BASE PERIOD

Whitten Campground, Fulton Pool

Contract Dates: 25 March 2002 - 07 November 2002

Total Number of Working Days: 114

Government Estimated Bid Price: \$70.00

0008 PARK ATTENDANT SCHEDULE "B" OPTION PERIOD

Whitten Campground, Fulton Pool

Contract Date: 24 March 2003 - 14 November 2003

Total Number of Working Days: 118

Government Estimated Bid Price: \$70.00

II. PARK DESCRIPTION: The campground contains 61 class A sites with full electrical and water. Each site has gray stone impact area providing a grill, picnic table, and lantern holder. Each site also has an asphalt spur for parking a recreational vehicle. The campground also contains three shower buildings that contain a washer and dryer. The campground contains two tot lot playgrounds, one shelter, two fishing piers, and a dump station. The campground is located in Itawamba County, Mississippi adjacent to Fulton, Mississippi on the Tennessee Tombigbee Waterway. The total mileage for one round trip tour through the campground is 1.5 miles. Maps are available on request.

III. HOURS OF WORK: The Park Attendant will work a shift consisting of four days on duty and four days off throughout the duration of the contract. At the beginning of a shift, the Park Attendant will begin work at 6:00 a.m. and work to 10:00 p.m. The Park Attendant

will work 16 hours daily and will be on call at his living area from 10:00 p.m. to 6:00 a.m. and will render assistance and respond promptly to all emergency situations. The Park Attendant's shift will be completed at 6:00 a.m. following the last day worked.

IV. TRAINING AND ORIENTATION: Park Attendant orientation and training will be held on March 25-28, 2002 which will consist of 8 hours per day. The Park Attendant will be paid for two 16-hour days for attending the four 8 hour training sessions. The training will be held at either the Bay Springs Resource Office, Whitten Campground or at the Piney Grove Campground on Bay Springs Lake in Tishomingo County, Mississippi or possibly a combination of the three at 8:00 a.m. each day.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Attendants will be required to collect camping fees, visitor fees, annual pass fees, and Golden Age Passport fees. Attendant will convert cash to cashier's check at local bank which is a 2 mile round trip. Park Attendant will be responsible for the collection and processing of fees through the National Recreation Reservation Service. Park Attendant will work in accordance with all guidelines set forth in the general specifications under Fee Collection, Accounting, and Processing.

B. PARK INSPECTIONS: A minimum of four park patrols will be conducted each working day between the hours of 8:00 a.m. - 9:00 a.m.; 1:00 p.m. - 2:00 p.m.; 5:00 p.m. - 6:00 p.m.; 9:00 p.m. - 10:00 p.m. A minimum of two (2) of these inspections will include the inspection of all three bathrooms for cleanliness and maintenance repairs. All findings will be reported to resource personnel. Also, Park Attendant will inspect all campground facilities for potential safety hazards. While these inspections are being made the other attendant must be in the gatehouse. All inspections will be logged.

C. CLOSING/OPENING GATES AND FACILITIES: Park Attendant will be responsible for opening campground entrance gate at 6:00 a.m. and closing gate at 10:00 p.m. Park Attendant will be responsible for turning lights on and off at two multi-use courts in the day use area adjacent to the campground. The lights will be turned on and off from the gatehouse. The court can be seen from the gatehouse. The lights will be turned off at 10:00 p.m. in accordance with quiet hour's policy. Park Attendant will also be responsible for closing the entrance gate to the day use area at 9:00 p.m. The Park Attendant must check area to be sure that all vehicles are out before locking the area. Park Attendant will open campground gate at any time between the hours of 10:00 p.m. and 6:00 a.m. if an emergency occurs, or for users who demand to be let out of the park. Park Attendant will also open the gate to allow emergency vehicles to access the park.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Contractor will not be released early under this contract to fulfill other contracts. Park Attendant must have a

personal change fund consisting of \$100.00 throughout the duration of the contract. Park Attendants will provide change for phone, washer, dryer, and vending machines.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES: Park Attendant will be responsible for all computer equipment, radios, credit card machine, weather radio, telephone, and any other property items that will be signed out to the Park Attendant.

VII. ADDITIONAL INFORMATION: POC is Mike Carter at 662-454-3481.

**OLD BRIDGE BEACH
ATTENDANTS A & B
BAY SPRINGS LAKE**

I. RFQ LINE ITEM REFERENCE #

0009 PARK ATTENDANT SCHEDULE "A"

Old Bridge Beach, Bay Springs Lake

Contract Dates: 02 May 2002 - 08 Aug. 2002

Total Number of Working Days: 48

Government's Estimated Bid Price \$70.00

0010 PARK ATTENDANT SCHEDULE "B"

Old Bridge Beach, Bay Springs Lake

Contract Dates: 15 May 2002 - 02 Sept. 2002

Total Number of Working Days: 52

Government's Estimated Bid Price \$70.00

II. PARK DESCRIPTION: The beach area contains one bathroom, two picnic shelters, one volleyball court, nine picnic sites, 150 car parking lot, tot lot playground, courtesy dock, handicapped fishing pier, and beach. The beach is located in Tishomingo County, Mississippi on the North end of the Tennessee Tombigbee Waterway. The round trip mileage to the beach area is one eighth of a mile. Maps are available upon request.

III. HOURS OF WORK: Park Attendant Schedule "A" will work May 4, 5, 11, 12 and beginning May 17 the Attendant will work four days on duty and four days off duty the duration of the contract. Park Attendant Schedule "B" will begin work on May 21 working four days on duty and four days off duty through August 12. Schedule "B" Attendant will then work August 17, 18, 24, 25, 31 and September 1, 2. At the beginning of a shift, the Park Attendant will begin work at 9:00 a.m. and work to 9:00 p.m. The Park Attendant will work 12 hours daily.

IV. TRAINING AND ORIENTATION: Park Attendant Schedule "A" training will be held on May 2 and May 3, 2002 at the Bay Springs Site Office. Park Attendant Schedule "B" training will be held May 15 and May 16, 2002 at the Bay Springs Site Office. The training will be for 6 hours each day. The Park Attendant will be paid for one 12-hour day for attending the two 6 hour training sessions. The training sessions will begin at 9:00 a.m. each day.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Attendants will be required to collect day use fees, annual pass fees, and Golden Age Passport fees. Attendant will convert cash to cashier's check at local bank which is a 20 mile round trip. Park Attendant will work in accordance with all guidelines set forth in the general specifications under Fee Collection, Accounting, and Processing.

B. PARK INSPECTIONS: A minimum of four park patrols will be conducted each working day between the hours of 10:00 a.m. - 11:00 a.m.; 12:00 p.m. - 1:00 p.m.; 2:00 p.m. - 3:00 p.m.; 4:00 p.m. - 5:00 p.m. During these inspections, the Park Attendant will inspect bathrooms for cleanliness and maintenance repairs. All findings will be reported to resource personnel. Also, Park Attendant will inspect all beach facilities for potential safety hazards. While these inspections are being made the other attendant must be in the gatehouse. All inspections will be logged.

C. CLOSING/OPENING GATES AND FACILITIES: Park Attendant will be responsible for opening gatehouse and beach area at 9:00 a.m. and closing beach area and gate at 9:00 p.m. Park Attendant will also be responsible for locking two doors at bathhouse, unlocking and locking West Damsite Picnic Area entrance gate and bathroom which is a 1 mile round trip from the gatehouse.

D.. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Contractor will not be released early under this contract to fulfill other contracts. Park Attendant must have a personal change fund consisting of \$100.00 throughout the duration of the contract. Park Attendant will provide change for phone and vending machines. The only flag that will be displayed at the Park Attendant's site will be the American Flag.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES: Park Attendant will be responsible for all computer equipment, radios, cash register, credit card machine, weather radio, telephone, and any other property items that will be signed out to the Park Attendant.

VII. ADDITIONAL INFORMATION: POC is Todd Holley at 662-454-3481.

**PINEY GROVE BEACH
ATTENDANTS A & B
BAY SPRINGS LAKE**

I. RFQ LINE ITEM REFERENCE #

0011 PARK ATTENDANT SCHEDULE "A"

Piney Grove Beach, Bay Springs Lake

Contract Dates: 02 May 2002 - 08 August 2002

Total Number of Working Days: 48

Government's Estimated Bid Price \$60.00

0012 PARK ATTENDANT SCHEDULE "B"

Piney Grove Beach, Bay Springs Lake

Contract Dates: 15 May 2002 - 02 September 2002

Total Number of Working Days: 52

Government's Estimated Bid Price \$60.00

II. PARK DESCRIPTION: The beach area contains one beach house with men's and women's restrooms, showers, and change areas, one picnic shelter, one volleyball court, one gazebo, six picnic sites, 100 car parking lot, and a large white sand beach. The beach area is located in Tishomingo County, Mississippi adjacent to the Piney Grove Campground. This area is located on the North end of the Tennessee Tombigbee Waterway. The total mileage for one round trip through the beach area is one eighth of a mile. Maps are available upon request.

III. HOURS OF WORK: Park Attendant Schedule "A" will work May 4, 5, 11, 12 and beginning May 17 the Attendant will work four days on duty and four days off duty the duration of the contract. Park Attendant Schedule "B" will begin work on May 21 working four days on duty and four days off duty through August 12. Schedule "B" Attendant will then work August 17, 18, 24, 25, 31 and September 1, 2. At the beginning of a shift, the Park Attendant will begin work at 9:00 a.m. and work to 9:00 p.m. The Park Attendant will work 12 hours daily.

IV. TRAINING AND ORIENTATION: Park Attendant Schedule "A" training will be held on May 2 and May 3, 2002 at the Bay Springs Site Office. Park Attendant Schedule "B" training will be held May 15 and May 16, 2002 at the Bay Springs Site Office. The training will be for 6 hours each day. The Park Attendant will be paid for one 12-hour day for attending the two 6 hour training sessions. The training sessions will begin at 9:00 a.m. each day.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Attendants will be required to collect day use fees, annual pass fees, and Golden Age Passport fees. Attendant will convert cash to cashier's check at local bank which is a 30 mile round trip. Park Attendant will work in accordance with all guidelines set forth in the general specifications under Fee Collection, Accounting, and Processing.

B. PARK INSPECTIONS: A minimum of four park patrols will be conducted each working day between the hours of 10:00 a.m. - 11:00 a.m.; 12:00 p.m. - 1:00 p.m.; 2:00 p.m. - 3:00 p.m.; 4:00 p.m. - 5:00 p.m. During these inspections, the Park Attendant will inspect bathrooms for cleanliness and maintenance repairs. Park Attendant will also turn off water if running in bathrooms. All findings will be reported to resource personnel. Also, Park Attendant will inspect all beach facilities for potential safety hazards. While these inspections are being made the other attendant must be in the gatehouse. All inspections will be logged.

C. CLOSING/OPENING GATES AND FACILITIES: Park Attendant will be responsible for opening gatehouse and beach area at 9:00 a.m. and closing beach area and gate at 9:00 p.m. Park Attendant will also be responsible for locking four doors at bathhouse, unlocking and locking Picnic Area entrance gate which is a 4-mile round trip from the gatehouse.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Contractor will not be released early under this contract to fulfill other contracts. Park Attendant must have a personal change fund consisting of \$100.00 throughout the duration of the contract. Park Attendant will provide change for phone and vending machines. The only flag that will be displayed at the Park Attendant's site will be the American Flag.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES: Park Attendant will be responsible for all computer equipment, radios, cash register, credit card machine, weather radio, telephone, and any other property items that will be signed out to the Park Attendant.

VII. ADDITIONAL INFORMATION: POC is Todd Holley at 662-454-3481.

**BLACK WARRIOR & TOMBIGBEE LAKES – DEMOPOLIS
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Six (6) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed BID SCHEDULE. Job duties and responsibilities and other terms and conditions listed in this SPECIFIC RECREATION AREA JOB DESCRIPTION are the same for each contract except as stated in the specific park sheets that follow.

III. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE: NOT REQUIRED.

B. PET POLICY: Pets will be allowed. Refer to conditions listed in General Specs under “Pets.”

C. DRESS CODE OR UNIFORM POLICY: Attendants are required to dress in an appropriate, neat, clean, yet casual fashion at all times when on duty. SHORTS AND SKIRTS MUST BE AT LEAST KNEE-LENGTH. Identification name badges and baseball type caps with park attendant patches will be issued to attendants. Name badges will be worn at all times while on duty; however, wearing the baseball cap is optional. See General Specs.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The Bond for this campground is \$3,000. Refer to other information regarding bonds in General Specs under “BONDS.”

III. TRAINING AND ORIENTATION: Orientation will be at the Demopolis Site Manager’s Office in Demopolis for Attendants “A” and “B” on March 06 beginning at 8:00 A.M. Additional training days will be held in the gatehouse on scheduled workdays. Specific days for training will be given each set of park attendants on orientation day. Training days are part of your contract period.

IV. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:
None.

V. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:
None.

VI. ADDITIONAL INFORMATION: All bidders should contact Brenda Englebert, Park Ranger/Park Attendant Coordinator at (334) 289-3540 to arrange for a tour of the park(s) and explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

**FORKLAND PARK
ATTENDANT A & B
BLACK WARRIOR & TOMBIGBEE LAKES - DEMOPOLIS**

I. RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT SCHEDULE "A"

Forkland Park Campground, Demopolis Lake

Contract dates: 06 MAR – 05 OCT 2002

Total number of working days: 109 (includes orientation/training days)

Last year's daily bid price: \$66.00

0002 PARK ATTENDANT SCHEDULE "B"

Forkland Park Campground, Demopolis Lake

Contract dates: 06 MAR – 09 OCT 2002

Total number of working days: 109 (includes orientation/training days)

Last year's daily bid price: \$59.00

II. PARK DESCRIPTION: Forkland Park has 42 campsites. The campground contains a shower building with laundry facilities, restroom building, group picnic shelter and dump station. The adjoining day use area provides a boat ramp and courtesy dock and restroom facilities. The park is located at Forkland, Alabama, ten miles north of Demopolis (population 8,000). The park is one mile off Hwy 43. This County road is unpaved.

III. HOURS OF WORK:

A. Shift begins: 6:00 A.M.

B. Shift Ends: 10:00 P.M.

C. After the first orientation/training day, attendants will work a rotating four (4) days on, four (4) days off schedule which will include weekends and Federal Holidays.

D. A minimum of one (1) Attendant will maintain a maximum of sixteen (16) hours actual on-duty time in the gatehouse from 6:00 A.M. until 10:00 P.M., depending upon visitation and use as deemed by the Resource Manager or his/her representatives. Also, see section below: "OPENING/CLOSING GATES AND FACILITIES."

IV. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided;

however, **computer literacy is required**. NOTE: Park Office is a Windows-based program which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders any time cash exceeds \$500 or a maximum of once each day. However, cashier's checks or money orders must be purchased at least **ONCE WEEKLY** regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF-DAY. The park attendant will be responsible for the fee transportation to and from the bank. Approximate round-trip mileage to bank from this park is eight (8) miles.

B. PARK INSPECTIONS: Park attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every four (4) hours. The last inspection tour will be between 9:00 P.M. and 10:00 P.M. During this inspection, the park attendant will advise visitors of the 10:00 P.M. gate closure. Additional guidance will be given during park attendant training.

C. CLOSING/OPENING GATES AND FACILITIES: During their duty shift, attendants will open gate each morning at 6:00 A.M. and gate will be closed and locked at 10:00 P.M. WITHOUT EXCEPTION, park attendant will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.

**FOSCUE CREEK PARK
ATTENDANT A & B
BLACK WARRIOR & TOMBIGBEE LAKES - DEMOPOLIS**

I. RFQ LINE ITEM REFERENCE #

0003 PARK ATTENDANT SCHEDULE “A”

Foscue Creek Park Campground, Demopolis Lake

Contract dates: 06 MAR – 05 Oct 2002

Total number of working days: 109 (includes orientation/training days)

Last year’s daily bid price: \$63.00

0004 PARK ATTENDANT SCHEDULE “B”

Foscue Creek Park Campground, Demopolis Lake

Contract dates: 06 MAR – 09 OCT 2002

Total number of working days: 109 (includes orientation/training days)

Last year’s daily bid price: \$60.00

II. PARK DESCRIPTION: Foscue Creek Park has 49 campsites. The campground contains a shower building with laundry facilities, restroom building, group picnic shelter and dump station. The adjoining day use area provides picnic sites, a boat ramp and courtesy dock, playground, three group picnic shelters, walking trail, and restroom facilities. The park is located between 3 and 4 miles from downtown Demopolis (population 8,000).

III. HOURS OF WORK:

A. Shift begins: 6:00 A.M.

B. Shift Ends: 10:00 P.M.

C. After the first three training days, attendants will work a rotating four (4) days on, four (4) days off schedule which will include weekends and Federal Holidays.

D. A minimum of one (1) Attendant will maintain a maximum of sixteen (16) hours actual on-duty time in the gatehouse from 6:00 A.M. until 10:00 P.M., depending upon visitation and use as deemed by the Resource Manager or his/her representatives. Also, see section below: “OPENING/CLOSING GATES AND FACILITIES.”

IV. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided;

however, **computer literacy is required**. NOTE: Park Office is a Windows-based program, which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders any time cash exceeds \$500 or a maximum of once each day. However, cashier's checks or money orders must be purchased at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF-DAY. The park attendant will be responsible for the fee transportation to and from the bank. Approximate round-trip mileage to bank from this park is eight (8) miles.

B. PARK INSPECTIONS: Park attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every four (4) hours. The last inspection tour will be between 9:00 P.M. and 10:00 P.M. During this inspection, the park attendant will advise visitors of the 10:00 P.M. gate closure. Additional guidance will be given during park attendant training.

C. CLOSING/OPENING GATES AND FACILITIES: During their duty shift, attendants will open gate each morning at 6:00 A.M. and gate will be closed and locked at 10:00 P.M. WITHOUT EXCEPTION, park attendant will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.

**SERVICE PARK
ATTENDANT A & ATTENDANT B
BLACK WARRIOR & TOMBIGBEE LAKES - DEMOPOLIS**

I. RFQ LINE ITEM REFERENCE #

0005 PARK ATTENDANT SCHEDULE "A"

Service Park Campground, Coffeerville Lake

Contract dates: 06 MAR – 05 Oct 2002

Total number of working days: 109 (includes orientation/training days)

Last year's daily bid price: \$47.00

0006 PARK ATTENDANT SCHEDULE "B"

Service Park Campground, Coffeerville Lake

Contract dates: 06 MAR – 09 OCT 2002

Total number of working days: 109 (includes orientation/training days)

Last year's daily bid price: \$50.00

II. PARK DESCRIPTION: Service has 32 campsites. The campground contains a shower building with laundry facilities, restroom building, and dump station. The adjoining day use area provides picnic sites, a boat ramp, and restroom facilities. The park is located three (3) miles west of Coffeerville on U.S. Hwy. 84, and 70 miles south of Demopolis Site Office. Due to the distance from the office, park attendants for this park should be comfortable working independently and without close supervision. Since the park is subject to closure due to flooding, park attendant may be required to relocate to Coffeerville Lock & Dam, or to another campground (Foscue Creek or Forkland) until park can be reopened. A campsite will be provided without charge during any closure period. No payment will be made for days not worked during park closure.

III. HOURS OF WORK:

A. Shift begins: 6:00 A.M.

B. Shift Ends: 10:00 P.M.

C. After the first three training days, attendants will work a rotating four (4) days on, four (4) days off schedule which will include weekends and Federal Holidays.

D. A minimum of one (1) Attendant will maintain a maximum of sixteen (16) hours actual on-duty time in the gatehouse from 6:00 A.M. until 10:00 P.M., depending upon visitation and use as deemed by the Resource Manager or his/her representatives. Also, see section below: "OPENING/CLOSING GATES AND FACILITIES."

IV. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION AND PROCESSING: Park attendants will be responsible for learning and operating the NRRS (National Recreation Reservation Service) computer program known as Park Office and credit card machines to register campers and visitors and collect user fees. A training session will be provided; however, computer literacy is required. NOTE: Park Office is a Windows-based program which utilizes a mouse for computer operations. Park attendants will be required to purchase cashier's checks or money orders any time cash exceeds \$500 or a maximum of once each day. However, cashier's checks or money orders must be purchased at least ONCE WEEKLY regardless of amount of cash. Detailed procedures will be provided at orientation. ATTENDANT MAY BE REQUIRED TO GO TO BANK ON AN OFF-DAY. The park attendant will be responsible for the fee transportation to and from the bank. Approximate round-trip mileage to bank from this park is eight (8) miles.

B. PARK INSPECTIONS: Park attendants will furnish sufficient transportation to, and will make an inspection of the entire area and facilities every four (4) hours. The last inspection tour will be between 9:00 P.M. and 10:00 P.M. During this inspection, the park attendant will advise visitors of the 10:00 P.M. gate closure. Additional guidance will be given during park attendant training.

C. CLOSING/OPENING GATES AND FACILITIES: During their duty shift, attendants will open gate each morning at 6:00 A.M. and gate will be closed and locked at 10:00 P.M. WITHOUT EXCEPTION, park attendant will immediately open gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park, or as directed by Corps personnel. Park attendant will also open gates to allow emergency vehicles access to the park and customers.



US Army Corps
of Engineers

BLACK WARRIOR & TOMBIGBEE Lakes Campgrounds Park Attendants "A" & "B"

2002


FORKLAND, FOSCUE CREEK, and SERVICE CAMPGROUNDS

 = Orientation
Day

 = Park Attendant "A"
Workdays

 = Park Attendant "B"
Workdays

March

S	M	T	W	T	F	S
					1	2
3	4	5		7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

"A" 13 Days "B" 13 Days

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

"A" 16 Days "B" 14 Days

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

"A" 16 Days "B" 15 Days

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

"A" 15 Days "B" 15 Days

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

"A" 15 Days "B" 16

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

"A" 15 Days "B" 16 Days

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

"A" 15 Days "B" 15 Days

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

"A" 4 Days "B" 5 Days

**109 Workdays in "A"
Contract**

**109 Workdays in "B"
Contract**

BLACK WARRIOR & TOMBIGBEE LAKES –DEMOPOLIS (HOLT)
SPECIFIC RECREATION AREA
JOB DESCRIPTION

I. NUMBER OF CONTRACT POSITIONS: Six (6) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed **BID SCHEDULE**. Job duties and responsibilities and other terms and conditions listed in this **SPECIFIC RECREATION AREA JOB DESCRIPTION** are the same for each contract except as stated in the specific park sheets that follow.

II. HOURS OF WORK: Calendars are not available at this time. Bidders should contact the specified Park Ranger for additional information.

III. AREA- SPECIFIC AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE: Refer to conditions listed in General Specifications for Park Attendants under “Cleaning and Maintenance”.

B. PET POLICY: Refer to conditions listed in General Specifications for Park Attendants under “Pets”. No pets are allowed in the gatehouse.

C. DRESS CODE: Refer to the Park Attendants General Specifications about the dress code. No uniform will be necessary. Identification name badges and baseball type caps with park attendant patches will be issued to the attendants. Name badges will be worn at all times while on duty; however, wearing the baseball cap is optional.

D. Bonds: A \$3,000 surety bond is necessary before contract work can begin. Bonds may be purchased at most bonding agencies. Refer to conditions listed in General Specifications for Park Attendants under “Bonds”.

IV. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. A self-contained, factory-built camper. Trailer will be parked near the entrance gate at a site designated by the Resource Manager.

B. Security of the Park Attendant living quarters and all personal property shall remain the attendant responsibility throughout the duration of the contract. The Government accepts no responsibility for, nor will it be liable for damage or theft occurring to the attendant’s property.

C. All cleaning supplies needed for maintaining the gate house in accordance with section V. D. Cleaning and Maintenance, shall be provided by the contractor.

V. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

General office supplies for operation of gatehouse, including: report paper, receipt paper, pens, markers, paperclips, rubber bands, tape, staples, and stapler will be provided for operation of the gatehouse. In addition one NRRS Computer system, including monitor, keyboard, report printer, receipt printer, CPU hard drive and cash drawer will be provided to operate the NRRS program.

VI. ADDITIONAL INFORMATION: All bidders should contact Mark Meador at (205) 553-9373 to arrange for a tour of the park(s) and explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

**DEERLICK CREEK CAMPGROUND
PARK ATTENDANTS A & B
OP-BA-D (HOLT)-DEMOPOLIS**

I. RFQ LINE ITEM REFERENCE #

0007 - PARK ATTENDANT SCHEDULE "A"

Deerlick Creek Campground, Holt Lake

Contract dates: February 26, 2002 - November 23, 2002

Total number of working days: 139 (including 2 training days)

Training/Orientation: February 26& 27, 2002

Work Period: March 1, 2002 – November 23, 2002

Last year's daily bid price: \$65.00

0008 - PARK ATTENDANT SCHEDULE "B"

Deerlick Creek Campground, Holt Lake

Contract dates: February 26, 2002 - November 24, 2002

Total number of working days: 135 (including 2 training days)

Training/Orientation: February 26& 27, 2002

Work Period: March 5, 2002 – November 24, 2002

Last year's daily bid price: \$78.00

II. PARK DESCRIPTION: Deerlick Creek Campground has forty class A camp sites with an additional six primitive sites. The campground has a bathhouse equipped with coin operated washer and dryer. A day use area is located adjacent to the campground equipped with swimming beach and picnic area. A boat ramp is also located near the campground and will require routine patrol.

III. HOURS OF WORK:

A. Shift Begins: 7:00 a.m.

B. Shift Ends: 10:00 p.m.

C. Required Gatehouse Staffing Hours: 7:00 a.m. - 10:00 p.m.

D. Open gate for emergency purposes between 10:00 p.m. and 7:00 a.m.

E. Day use area opens at 8:00 a.m. and closes at 8:30 p.m.

IV. TRAINING AND ORIENTATION: Pre-work conference for Deerlick Creek Campground Attendants will be held on February 26th – 27th. The Conference will take place at Deerlick Creek Campground, 12421 Deerlick Rd., Tuscaloosa, Alabama - contact Mark Meador (Park Ranger) - 205-553-9373. All successful bidders will be required to attend orientation/training prior to the beginning of the contract. Lunch is not provided. The session(s) will focus on the correct way to issue user permits and receipts, collect and

account for user fees, operate applicable computer equipment and programs, process credit card transactions, reserve facilities (if applicable), record pertinent data, and effectively deal with customers. An overview of contractor responsibilities and policies outlined in the contract and the Project's Park Attendant Handbook will be presented.

NOTE: Potential contractors must possess basic computer skills to operate Park Office (a Windows-based computer program for registering campers, tracking fees and processing reservations as part of the NRRS). Training for Park Office(NRRS) will be provided to Park Attendants by project personnel during the orientation/training session prior to the start of the contract. At the conclusion of training, potential contractors will be required to demonstrate their ability to proficiently operate required computer programs and credit card transactions. Contracts will not be awarded to potential contractors who are unable to demonstrate proficiency as required.

V. AREA- SPECIFIC AND REQUIREMENTS:

A. Approved User Fee Collections & Processing: Collection of camping fees, day use fees and monitor use of day use area, which includes a swimming beach and picnic area. Collect fees for the sale of ice from icebox located across the street from the Park Attendant Station and the sale of annual day use passes. Maintain records of day use, annual passes, visitor passes and camping passes issued. Submit day use, annual pass and camping fees to Government fee cashier. Collect fees for Golden Age Passport and issue Golden Access cards to qualified persons. Operate the National Recreation Reservation Service for reservation purposes.

B. Park Inspections: Attendants will furnish sufficient transportation to, and will make inspection tour of the campground, picnic area, swimming beach and boat ramp every two hours. Any vehicle used to patrol the park must be street legal in accordance with Alabama law. This includes safety equipment and permit required, such as helmets, lights, tags or license, **NO EXCEPTIONS**. During these inspections, the attendant will check for littered camp or picnic sites, vehicle parked on the grass, etc. If minor violations of this type are noted, the attendant should correct the problem if possible. The last inspection will be between 9:30 p.m. and 10:00 p.m. Total mileage for one inspection tour is approximately 6.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: The gates will open at 7:00 a.m. and close at 10:00 p.m.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Park attendants are required to operate the park, as directed, for a four day workweek which includes Federal holidays. Maintain twenty-four hour surveillance of park. Maintain fifteen hours of actual on duty time from 7:00 a.m. to 10:00 p.m. during contract period. At least one person will remain in gatehouse at all times during duty hours. Maintain nine-hour availability when not on duty. A schedule of working days will be as follows: **Park Attendant A** will be on duty four days and off duty four days consecutively beginning 1 March 2002 and ending 23 November 2002 and **Park Attendant B** will be on duty four days and off four days

consecutively beginning 5 March 2002 to 24 November 2002. Park attendants shall not develop an attitude of possessiveness toward the park. The park belongs to the public. Pride in the area is welcomed and encouraged, but the park does not belong to the park attendants.

**ROCKY BRANCH PARK
ATTENDANTS A & B
OP-BA-D (HOLT)-DEMOPOLIS**

I. RFQ LINE ITEM REFERENCE #

0009 - PARK ATTENDANT SCHEDULE "A"

Rocky Branch Park, Lake Holt

Contract dates: March 29, 2002 – September 11, 2002

Total number of working days: 85 (including 1 training day)

Training/Orientation: March 29, 2002

Work Period: April 1, 2002 – September 11, 2002

Last year's daily bid price: \$65.00

0010 - PARK ATTENDANT SCHEDULE "B"

Rocky Branch Park, Lake Holt

Contract dates: March 29, 2002 – September 15, 2002

Total number of working days: 85 (including 1 training day)

Training/Orientation: March 29, 2002

Work Period: April 5, 2002 – September 15, 2002

Last year's daily bid price: \$66.00

II. PARK DESCRIPTION: Rocky Branch Park is equipped with one boat ramp, one swimming beach area, two large reservable group shelters, a day use picnic area, and a hiking trail. The park is located approximately 10 miles from Tuscaloosa, Alabama.

III. HOURS OF WORK:

A. Shift Begins: 8:00 a.m.

B. Shift Ends: 8:30 p.m.

C. Required Gatehouse Staffing Hours: 8:00 a.m. - 8:30 p.m.

IV. TRAINING AND ORIENTATION: Pre-work conference for Rocky Branch Park Attendants will be held on March 29th. The Conference will take place at the Rocky Branch Park. 205-553-9373 - contact Mark Meador (Park Ranger)

V. AREA-SPECIFIC AND REQUIREMENTS:

A. Approved User Fee Collections & Processing: Collect day use fees and monitor use of day area which includes a large swimming beach, picnic areas with group shelters, one boat ramp, group shelter reservations, and fees from the sale of annual day use passes. Maintain records of day use and annual passes issued. Submit day use and

annual pass collections to Government fee cashier. Collect fees for Golden Age Passport and issue Golden Access cards to qualified persons.

B. Park Inspections: Attendants will furnish sufficient transportation to, and will make inspection tour of the campground, picnic area, swimming beach and boat ramp every two hours. Any vehicle used to patrol the park must be street legal in accordance with Alabama law. This includes safety equipment and permit required, such as helmets, lights, tags or license, **NO EXCEPTIONS**. During these inspections, the attendant will check for littered camping or picnic sites, vehicle parked on the grass etc. If minor violations of this type are noted, the attendant should correct the problem if possible. The last inspection will be between 8:00 p.m. and 8:30 p.m. Total mileage for one inspection tour is approximately 2.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Main gate will be open at 8:00 a.m. and close at 8:30 p.m. daily.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Park attendants are required to operate the park as directed for a four day work week which includes Federal Holidays. Potential contractors must possess basic ability to operate government-furnished cash register. Maintain twenty-four hour surveillance of park. Maintain twelve and a half hours actual on duty time from 8:00 a.m. to 8:30 p.m. during contract period. At least one person will remain in gatehouse at all times during duty hours. Maintain fifteen and a half hours availability when not on actual duty. A schedule of working days will be as follows: **Park Attendant A** will be on duty four days and off duty four days consecutively beginning April 1, 2002 and ending September 11, 2002. **Park Attendant B** will be on duty four days and off duty four days consecutively beginning April 5, 2002 and ending September 15, 2002. Park attendants shall not develop an attitude of possessiveness toward the park. The park belongs to the public. Pride in the area is welcomed and encouraged, but the park does not belong to the park attendant.

**LOCK-16
ATTENDANTS A & B
OP-BA-D(HOLT)-DEMOPOLIS**

I. RFQ LINE ITEM REFERENCE #

0011 - PARK ATTENDANT SCHEDULE "A"

Lock-16 Park, Lake Holt

Contract dates: February 28, 2002 – September 28, 2002

Total number of working days: 110 (including 1 training day)

Training/Orientation: February 28, 2002

Work Period: March 1, 2002 – September 28, 2002

Last year's daily bid price: \$70.00

0012 - PARK ATTENDANT SCHEDULE "B"

Lock-16 Park, Lake Holt

Contract dates: February 28, 2002 – September 30, 2002

Total number of working days: 107(including 1 training day)

Training/Orientation: February 28, 2002

Work Period: March 5, 2002 – September 30, 2002

Last year's daily bid price: \$72.00

II. PARK DESCRIPTION: Lock-16 Park has a total of thirty-six Class A electric and water sites, twenty-six of which are currently being renovated. The campground will have a bathhouse with coin operated washer and dryer when completed this winter. The park has one swimming beach area, one large group shelter, two fishing piers and a day use picnic area. The park is located approximately 25 miles from Hueytown, AL and 41 miles from Tuscaloosa, AL.

III. HOURS OF WORK:

A. Shift Begins: 6:00 a.m.

B. Shift Ends: 10:00 p.m.

C. Required Gatehouse Staffing Hours: 6:00 a.m. - 10:00 p.m.

D. On Call During Four Day Shift: 10:00 p.m. - 6:00 a.m.

IV. TRAINING AND ORIENTATION:

Pre-work conference for lock-16 Park Attendants will be held on February 28, 2002. The Conference will take place at the Lock-16 Park. 205-553-9373 - contact Mark Meador (Park Ranger).

V. AREA-SPECIFIC AND REQUIREMENTS:

A. Approved User Fee Collections & Processing: Park Attendants will be responsible for learning and operating the AUPS (Automated Use Permits System) computer program to collect use fees for camping, day use, annual passes, golden age/access passports and group shelter reservations. Maintain records of camping, day use, annual passes and golden age/access passports issued. Submit recreation use fees to Government fee cashier anytime cash exceeds \$400 or once weekly regardless of amount of cash.

B. Park Inspections: Attendants will furnish sufficient transportation to, and will make inspection tour of the campground, picnic area, swimming beach and boat ramp every two hours. Any vehicle used to patrol the park must be street legal in accordance with Alabama law. This includes safety equipment and permit required, such as helmets, lights, tags or license, **NO EXCEPTIONS**. During these inspections, the attendant will check for littered camping or picnic sites, vehicle parked on the grass etc. If minor violations of this type are noted, the attendant should correct the problem if possible. The last inspection will be between 9:30 p.m. and 10:00 p.m. Total mileage for one inspection tour is approximately 2.0 miles.

C. CLOSING/OPENING GATES AND FACILITIES: Main gate will be closed at 10:00 p.m. and open at 6:00 a.m. daily. Park attendant will be available to open main entrance gate in emergency situations between these hours. The gates will open at 6:00 a.m. and close at 10:00 p.m.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Park attendants are required to operate the park as directed for a four day work week which includes Federal Holidays. Potential contractors must possess basic computer skills to operate the AUPS (Automated User Permit System) on a government-furnished computer. Maintain twenty-four hour surveillance of park. Maintain sixteen hour actual on duty time from 6:00 a.m. to 10:00 p.m. during contract period. At least one person will remain in gatehouse at all times during duty hours. Maintain eight hours availability when not on actual duty. A schedule of working days will be as follows: **Park Attendant A** will be on duty four days and off duty four days consecutively beginning March 1, 2002 and ending September 28, 2002. **Park Attendant B** will be on duty four days and off duty four days consecutively beginning March 5, 2002 and ending September 30, 2002. Park attendants shall not develop an attitude of possessiveness toward the park. The park belongs to the public. Pride in the area is welcomed and encouraged, but the park does not belong to the park attendant.

**CARTERS LAKE
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Eight (8) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed **BID SCHEDULE**. Job duties and responsibilities and other terms and conditions listed in this **SPECIFIC RECREATION AREA JOB DESCRIPTION** are the same for each contract except as stated in the specific park sheets that follow.

II. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

NOTE: The Contractor (at least two people) shall move onto the site location a minimum of two days but not more than seven days prior to the start of the contract. The Contractor will notify the Site Manager’s Office at least one week in advance and give the time and date of their planned arrival at Carters Lake by calling 706/334/2248. The Contractor shall remove their camper and all personal property from Government lands not later than seven days after the end of the contract period.

A. CLEANING AND MAINTENANCE: Park Attendants will be required to keep the interior of the gatehouse cleaned and vacuumed.

B. PET POLICY: Refer to conditions listed in the General Specifications under “Pets”.

C. DRESS CODE OR UNIFORM POLICY: Refer to conditions listed in the General Specifications under “dress code and uniform policy”.

III. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

Information provided in the General Specifications.

IV. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

Information provided in the General Specifications.

V. ADDITIONAL INFORMATION: Bidders should contact Paul Molla, Park Ranger at Carters Lake to discuss contract details. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before submitting a bid, in order to become familiar with the size and scope of area and required duties. The Carters Lake Site Manager’s Office phone number is 706/334/2248.

**DAMSITE ROVING FEE COLLECTOR
CARTERS LAKE**

I. RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT SCHEDULE

Damsite/Roving Fee Collector - Carters Lake

Contract Dates: April 4 – September 2, 2002

Total number of working days: **69**

2001 bid amount: **\$75.00**

II. PARK DESCRIPTION: The recreational facilities at Damsite and Northbank Parks include a boat ramp, comfort station, picnic areas, three large group picnic shelters, playgrounds and six small picnic shelters. These areas experience heavy use during summer weekends and holidays.

III. HOURS OF WORK: Gatehouse hours are listed below. Vault collection dates are shown in the attached schedule. The Contractors schedule is broken in to two phases during the contract period:

1.) April 5 – April 28

Gatehouse Hours: Saturday 9:30 a.m. until 6:00 p.m.

Sunday 9:30 a.m. until 6:00 p.m.

Collect from 10 vaults – post shelter reservations – Friday's

Northbank/Damsite/Doll/Mountain/Ridgeway/Woodring

Friday - Lock Northbank gate - 9:00 p.m.

2.) May 3 – September 2

Collect from 3 vaults – Northbank/Damsite – Friday's

Gatehouse Hours: Friday 4:00 p.m. until 8:45 p.m.

Saturday 9:00 a.m. until 5:00 p.m.

Sunday 10:00 a.m. until 5:00 p.m.

Holidays(3) 8:00 a.m. until 5:00 p.m.

Friday - lock Northbank gate - 9:00 p.m.

IV. TRAINING AND ORIENTATION: The Contractor shall be present at the Site Manager's Office on April 4, 2002 at 9:30 a.m. to attend an orientation meeting pick up supplies.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Attendant will be required to stop all incoming vehicles and collect day use fees during gatehouse duty hours listed

in attached schedule. Annual day use passes and golden age cards will also be sold at the gatehouse. A cash register will be provided to account for gatehouse fee collection. Attendant will be responsible for removing moneyboxes from fee vaults and restocking envelopes according to the attached schedule. Attendants will remove a locked moneybox from assigned vaults, return to the Site Manager's Office and count money. Security measures require two persons to perform vault collections. Four vault collections will require an approximate round trip of 70 miles and the remaining 18 collections require less than 2 miles round trip (May thorough September). Park Attendants will be required to convert all cash collected into cashier's checks or money orders after each shift or at any time cash on hand exceeds \$1,000.00. The Park Attendant shall be responsible for the cost of the cashier's checks/money orders, and the transportation to acquire them. The approximate total round trip mileage to acquire a money order at the nearest source is 14 miles. Current fee for each money order is \$0.90 each. Maximum amount of a single money order at the nearest source is \$700.00.

B. PARK INSPECTIONS: Inspections will be performed as outlined in the table below.

Dates	Number and Location of Inspections
April 5 – April 28	1 inspection of Damsite and Northbank – Friday, Saturday, Sunday – lock Northbank gate Friday's 9:00 p.m.
May 2 – September 2	2 inspection tours of Damsite – lock Northbank gate Friday's 9:00 p.m.

C. CLOSING/OPENING GATES AND OTHER DUTIES: The Attendant will be required to ask visitors to depart Northbank Park and lock a gate a 9:00 p.m. on Friday's from April 5 through August 30. Prior to beginning weekly fee vault collection duties, the Attendant will pick up picnic shelter reservations at the Site Manager's Office (Friday's) and post reservations at group picnic shelters located around Carters Lake.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Contractor must have a vehicle that will transport ten metal moneyboxes. Some small compact automobiles may not have sufficient cargo room to haul moneyboxes. Refer to conditions listed in the General Specifications under "Other Special Conditions/Requirements".

**DAMSITE ROVING FEE COLLECTOR
2002 SCHEDULE
CARTERS LAKE**

APRIL

S M T W T F S

	1	2	3	4 T	5 10V	6 G
7 G	8	9	10	11	12 10V	13 G
14 G	15	16	17	18	19 10V	20 G
21 G	22	23	24	25	26 10V	27 G
28 G	29	30				

MAY

S M T W T F S

			1	2	3 3VG	4 G
5 G	6	7	8	9	10 3VG	11 G
12 G	13	14	15	16	17 3VG	18 G
19 G	20	21	22	23	24 3VG	25 G
26 G	27 G	28	29	30	31 3VG	

JUNE

S M T W T F S

						1 G
2 G	3	4	5	6	7 3VG	8 G
9 G	10	11	12	13	14 3VG	15 G
16 G	17	18	19	20	21 3VG	22 G
23 G	24	25	26	27	28 3VG	29 G
30 G						

**DAMSITE ROVING FEE COLLECTOR
2002 SCHEDULE
CARTERS LAKE**

JULY

S M T W T F S

	1	2	3	4 G	5 3VG	6 G
7 G	8	9	10	11	12 3VG	13 G
14 G	15	16	17	18	19 3VG	20 G
21 G	22	23	24	25	26 3VG	27 G
28 G	29	30	31			

AUGUST

S M T W T F S

				1	2 3VG	3 G
4 G	5	6	7	8	9 3VG	10 G
11 G	12	13	14	15	16 3VG	17 G
18 G	19	20	21	22	23 3VG	24 G
25 G	26	27	28	29	30 3VG	31 G

SEPTEMBER

S M T W T F S

1 G	2 G	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SCHEDULE**APR. MAY JUN. JUL. AUG. SEP. TOTAL**

* 13	13	14	13	14	2	69
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* includes one paid training day

10V = 10 vaults empty/count/restock/post picnic shelters

G = gatehouse

3VG = 3 vaults/post picnic shelters and gatehouse

T = training date

**HARRIS BRANCH PARK
ATTENDANTS A & B
CARTERS LAKE**

I. RFQ LINE ITEM REFERENCE #

0002 PARK ATTENDANT SCHEDULE "A"

Harris Branch Park - Carters Lake

Contract Dates: May 2 – July 29, 2002

Total number of working days: 61

0003 PARK ATTENDANT SCHEDULE "B"

Harris Branch Park - Carters Lake

Contract Dates: May 2 – September 2, 2001

Total number of working days: 64

Government's Estimate: \$70.00

II. PARK DESCRIPTION: Harris Branch Park is a public use recreation area that is comprised of ten primitive campsites, a group camping area, and a day use beach. The beach area experiences heavy traffic flow, especially on Sundays.

III. HOURS OF WORK: During the period May 2 through September 2, 2002, the Contractor shall maintain 24-hour surveillance at the park during alternating four-day shifts in accordance with the attached duty schedule. The Contractor shall staff at least one person in the gatehouse, from 9:00 a.m. until 9:00 p.m. according to the attached schedule.

IV. TRAINING AND ORIENTATION: The Contractor shall be present at the Site Manager's Office on May 2, 2002, at 9:30 a.m. to attend a training and orientation meeting and pick up supplies.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants will be required to convert all cash collected into cashier's checks or money orders after each four day shift or at any time cash on hand exceeds \$1,000.00. The Park Attendant shall be responsible for the cost of the cashier's checks/money orders, and the transportation to acquire them. The approximate total round trip mileage to acquire a money order at the nearest source is 24 miles. Current fee for each money order is \$0.90 each. Maximum amount of a single money order at the nearest source is \$700.00. Attendants primary duties will include collecting fees at 10 developed campsites, collecting day use fees, selling golden age cards, annual passes and

issuing golden access cards. Attendants will be required to use a cash register and fee books to account for fees collected.

B. PARK INSPECTIONS: Park Attendants will be required to make three daily inspection tours of the entire park (campground and beach area). Performance of the three daily inspection tours of the park, will be carried out at approximately 9:30 a.m., 1:00 p.m. and 8:00 p.m. each day. Approximate mileage for each round trip inspection tour is two miles. Park Attendants are responsible for providing transportation for conducting inspections.

C. CLOSING/OPENING GATES AND FACILITIES: Unlock and open the park entrance gates at 9:00 a.m. At 8:00 p.m. the Attendant will proceed to the beach area and announce to persons still present, that the area will be closing. After all beach users have departed, the Attendant will return to the gatehouse and lock the beach entrance gate, ensuring no vehicles enter the area between the hours of 8:00 p.m. and 9:00 a.m. The Attendant will close and lock the park entrance gate at 9:00 p.m. Attendants will be required allow campers to depart the park at any time for any reason.

**HARRIS BRANCH PARK
2002 PARK ATTENDANT
SCHEDULE A & B**

MAY

S M T W T F S

			1	2T	3B	4B
5B	6B	7A	8A	9A	10A	11B
12B	13B	14B	15A	16A	17A	18A
19B	20B	21B	22B	23A	24A	25A
26A	27B	28B	29B	30B	31A	

JUNE

S M T W T F S

						1A
2A	3A	4B	5B	6B	7B	8A
9A	10A	11A	12B	13B	14B	15B
16A	17A	18A	19A	20B	21B	22B
23B	24A	25A	26A	27A	28B	29B
30B						

JULY

S M T W T F S

	1B	2A	3A	4A	5A	6B
7B	8B	9B	10A	11A	12A	13A
14B	15B	16B	17B	18A	19A	20A
21A	22B	23B	24B	25B	26A	27A
28A	29A	30B	31B			

AUGUST

S M T W T F S

				1B	2B	3A
4A	5A	6A	7B	8B	9B	10B
11A	12A	13A	14A	15B	16B	17B
18B	19A	20A	21A	22A	23B	24B
25B	26B	27A	28A	29A	30A	31B

SEPTEMBER

S M T W T F S

1B	2B					

**HARRIS BRANCH PARK
2002 PARK ATTENDANT
SCHEDULE A & B**

SCHEDULE A

MAY JUN. JUL. AUG. SEP. TOTAL

*14	15	16	16	0	61
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SCHEDULE B

MAY JUN. JUL. AUG. SEP. TOTAL

*17	15	15	15	2	64
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*Includes one paid training day.

A = schedule A work day

B = schedule B work day

T = training/orientation date

**DOLL MOUNTAIN CAMPGROUND
ATTENDANTS A & B
CARTERS LAKE**

I. RFQ LINE ITEM REFERENCE #

0004 PARK ATTENDANT SCHEDULE "A"

Doll Mountain Campground Carters Lake

Contract Dates: April 1 – October 25 2002

Total number of working days: 108

0005 PARK ATTENDANT SCHEDULE "B"

Doll Mountain Campground Carters Lake

Contract Dates: April 1 – October 27 2002

Total number of working days: 106

Government's Estimate: \$61.00

II. PARK DESCRIPTION: Doll Mountain is comprised of separate camping and day use recreation areas. Doll Mountain Campground has 65 sites, two comfort stations, playground and boat ramp. Doll Mountain Day Use area has a boat ramp, picnicking area and large group picnic shelter.

III. HOURS OF WORK: During the period April 5 through October 27, 2002, the Contractor shall maintain 24-hour surveillance at the park during alternating four-day shifts in accordance with the attached duty schedule. The Contractor shall staff at least one person in the gatehouse, from 9:00 a.m. until 10:00 p.m. according to the attached schedule.

IV. TRAINING AND ORIENTATION: The Contractor will be required to attend four days of training and orientation meetings beginning April 1, 2002. The attached schedule has training dates listed.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants will be required to convert all cash collected into cashier's checks or money orders after each four day shift or at any time cash on hand exceeds \$1,000.00. The Park Attendant shall be responsible for the cost of the cashier's checks/money orders, and the transportation to acquire them. The approximate total round trip mileage to acquire a money order at the nearest source is 24 miles. Current fee for each money order is \$0.90 each. Maximum amount of a single money order at the nearest source is \$700.00. Attendants primary duties will include collecting fees at

65 developed campsites, selling ice, golden age cards, annual passes and issuing golden access cards. Attendants will be required to use a computer and a credit card machine to account for fees collected. Attendants will be responsible for learning and operating the NRRS (National Recreation Reservation System) computer program and software (Park Office). A four-day paid training session will be provided, however, some prior computer experience is required. Park Office is a Windows based program that utilizes a mouse for operation.

B. PARK INSPECTIONS: Park Attendants will be required to make two daily inspection tours of the entire park (campground and day use area) and a third inspection of the campground only during each scheduled work day. Performance of the two daily inspection tours of the entire park will be carried out at approximately 9:30 a.m. and 7:30 p.m. and the final inspection of the campground only will be done at 9:45 p.m. Approximate mileage for each round trip inspection tour is 6 miles. Park Attendants are responsible for providing transportation for conducting inspections.

C. CLOSING/OPENING GATES AND FACILITIES: Unlock and open the park entrance gate at 9:00 a.m. and close and lock the entrance gate at 10:00 p.m. daily while on duty. Activate an electronic gate at 10:00 p.m., which allows campers to depart the campground after 10:00 p.m. Attendants will allow campers to depart the park at any time for any reason.

**DOLL MOUNTAIN CAMPGROUND
2002 PARK ATTENDANT
SCHEDULE A & B**

APRIL

S M T W T F S

	1T	2T	3T	4T	5A	6A
7A	8A	9B	10B	11B	12B	13A
14A	15A	16A	17B	18B	19B	20B
21A	22A	23A	24A	25B	26B	27B
28B	29A	30A				

MAY

S M T W T F S

			1A	2A	3B	4B
5B	6B	7A	8A	9A	10A	11B
12B	13B	14B	15A	16A	17A	18A
19B	20B	21B	22B	23A	24A	25A
26A	27B	28B	29B	30B	31A	

JUNE

S M T W T F S

						1A
2A	3A	4B	5B	6B	7B	8A
9A	10A	11A	12B	13B	14B	15B
16A	17A	18A	19A	20B	21B	22B
23B	24A	25A	26A	27A	28B	29B
30B						

JULY

S M T W T F S

	1B	2A	3A	4A	5A	6B
7B	8B	9B	10A	11A	12A	13A
14B	15B	16B	17B	18A	19A	20A
21A	22B	23B	24B	25B	26A	27A
28A	29A	30B	31B			

**DOLL MOUNTAIN CAMPGROUND
2002 PARK ATTENDANT
SCHEDULE A & B**

AUGUST

S M T W T F S

				1B	2B	3A
4A	5A	6A	7B	8B	9B	10B
11A	12A	13A	14A	15B	16B	17B
18B	19A	20A	21A	22A	23B	24B
25B	26B	27A	28A	29A	30A	31B

SEPTEMBER

S M T W T F S

1B	2B	3B	4A	5A	6A	7A
8B	9B	10B	11B	12A	13A	14A
15A	16B	17B	18B	19B	20A	21A
22A	23A	24B	25B	26B	27B	28A
29A	30A					

OCTOBER

S M T W T F S

		1A	2B	3B	4B	5B
6A	7A	8A	9A	10B	11B	12B
13B	14A	15A	16A	17A	18B	19B
20B	21B	22A	23A	24A	25A	26B
27B						

SCHEDULE A

APR MAY JUN. JUL. AUG. SEP. OCT. TOTAL

18*	15	15	16	16	15	13	108
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SCHEDULE B

APR. MAY. JUN. JUL. AUG. SEP. OCT. TOTAL

16*	16	15	15	15	15	14	106
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*Includes four paid training days

A = schedule A work day

B = schedule B work day

T = training/orientation date

**WOODRING BRANCH CAMPGROUND
ATTENDANTS A & B
CARTERS LAKE**

I. RFQ LINE ITEM REFERENCE #

0006 PARK ATTENDANT SCHEDULE "A"

Woodring Branch Campground Carters Lake

Contract Dates: April 1 – October 25, 2002

Total number of working days: 108

0007 PARK ATTENDANT SCHEDULE "B"

Woodring Branch Campground Carters Lake

Contract Dates: April 1 – October 27, 2001

Total number of working days: 106

Government's Estimate: \$67.00

II. PARK DESCRIPTION: Woodring Branch Public Use Area has three separate recreation types. Facilities in Woodring Branch include a developed campground with 42 sites, a primitive camping area with 12 sites and a day use area with boat ramp and picnic area. The developed campground in Woodring experiences heavy use during weekends the entire season.

III. HOURS OF WORK: During the period April 5 through October 27, 2002. The Contractor shall maintain 24-hour surveillance at the park during alternating four-day shifts in accordance with the attached duty schedule. The Contractor shall maintain at least one person in the gatehouse from 9:00 a.m. until 10:00 p.m. according to the attached schedule.

IV. TRAINING AND ORIENTATION: The Contractor will be required to attend four days of training and orientation meetings beginning April 1, 2002. The attached schedule has training dates listed.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendant's will be required to convert all cash collected into cashier's checks or money orders after each four day shift or at any time cash on hand exceeds \$1,000.00. The Park Attendant shall be responsible for the cost of the cashier's checks/money orders, and the transportation to acquire them. The approximate total round trip mileage to acquire a money order at the nearest source is 34 miles. Current fee for each money order is \$0.90 each. Maximum amount of a single money order at the nearest source is \$700.00. Attendants will be required to collect fees at 42 developed

sites along with 12 campsites in the primitive camping area located approximately one mile from the gatehouse. Attendant's will collect camping fees, sell ice, golden age cards, annual passes and issue golden access cards. Attendants will be required to use a computer and a credit card machine to account for fees collected. Attendants will be responsible for learning and operating the NRRS (National Recreation Reservation System) computer program and software (Park Office). A four-day training session will be provided, however, computer literacy is required. Park Office is a Windows based program that utilizes a mouse for operation.

B. PARK INSPECTIONS: Park Attendant's will be required to make two daily inspection tours of the entire park including the day use area and primitive campground during each scheduled work day. Performance of the two daily inspection tours of the entire park, including the primitive camping area and day use area, will be carried out at approximately 9:30 a.m. and 7:30 p.m. each day. Approximate mileage for each round trip inspection tour is 6 miles. Park Attendant's are responsible for providing transportation for conducting inspections.

C. CLOSING/OPENING GATES AND FACILITIES: Unlock and open the park entrance gate at 9:00 a.m. and close and lock gate at 10:00 p.m. daily while on duty. An electronic gate allows campers to depart the campground after 10:00 p.m. Attendants will allow campers to depart the park at any time for any reason.

**Woodring Branch Campground
Park Attendant
Schedule A & B
Carters Lake 2002**

APRIL

S M T W T F S

	1T	2T	3T	4T	5A	6A
7A	8A	9B	10B	11B	12B	13A
14A	15A	16A	17B	18B	19B	20B
21A	22A	23A	24A	25B	26B	27B
28B	29A	30A				

MAY

S M T W T F S

			1A	2A	3B	4B
5B	6B	7A	8A	9A	10A	11B
12B	13B	14B	15A	16A	17A	18A
19B	20B	21B	22B	23A	24A	25A
26A	27B	28B	29B	30B	31A	

JUNE

S M T W T F S

						1A
2A	3A	4B	5B	6B	7B	8A
9A	10A	11A	12B	13B	14B	15B
16A	17A	18A	19A	20B	21B	22B
23B	24A	25A	26A	27A	28B	29B
30B						

JULY

S M T W T F S

	1B	2A	3A	4A	5A	6B
7B	8B	9B	10A	11A	12A	13A
14B	15B	16B	17B	18A	19A	20A
21A	22B	23B	24B	25B	26A	27A
28A	29A	30B	31B			

**Woodring Branch Campground
Park Attendant
Schedule A & B
Carters Lake 2002**

AUGUST

S M T W T F S

				1B	2B	3A
4A	5A	6A	7B	8B	9B	10B
11A	12A	13A	14A	15B	16B	17B
18B	19A	20A	21A	22A	23B	24B
25B	26B	27A	28A	29A	30A	31B

SEPTEMBER

S M T W T F S

1B	2B	3B	4A	5A	6A	7A
8B	9B	10B	11B	12A	13A	14A
15A	16B	17B	18B	19B	20A	21A
22A	23A	24B	25B	26B	27B	28A
29A	30A					

OCTOBER

S M T W T F S

		1A	2B	3B	4B	5B
6A	7A	8A	9A	10B	11B	12B
13B	14A	15A	16A	17A	18B	19B
20B	21B	22A	23A	24A	25A	26B
27B						

SCHEDULE A

APR MAY JUN. JUL. AUG. SEP. OCT. TOTAL

18*	15	15	16	16	15	13	108
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SCHEDULE B

APR. MAY. JUN. JUL. AUG. SEP. OCT. TOTAL

16*	16	15	15	15	15	14	106
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*Includes four paid training days

A = schedule A work day

B = schedule B work day

T = training/orientation date

**NORTHBANK ROVING FEE COLLECTOR
CARTERS LAKE**

I. RFQ LINE ITEM REFERENCE #

0008 PARK ATTENDANT SCHEDULE

Northbank/Roving Fee Collector - Carters Lake

Contract Dates: May 3 - October 28, 2002

Total number of working days: **66**

2001 bid amount: **\$68.00 per day**

II. PARK DESCRIPTION: The recreational facilities at Damsite and Northbank Parks include a boat ramp, comfort station, picnic areas, three large group picnic shelters, playgrounds and six small picnic shelters. These areas experience heavy use during summer weekends and holidays.

III. HOURS OF WORK: The Contractors schedule has two phases during the contract period. Gatehouse work hours are listed below and vault collections are shown in the attached schedule. Gatehouse duties include issuing parking passes, collecting day use fees and assisting rangers with traffic problems.

1.) May 3 – September 3

Collect from seven vaults, post shelter reservations

Fee collection at Damsite gatehouse

Gatehouse Hours: Saturday 9:30 a.m. until 6:00 p.m.

Sunday 9:30 a.m. until 6:00 p.m.

Holidays(3) 8:00 a.m. until 5:00 p.m.

Friday's Lock Northbank gate – 9:00 p.m.

2.) September 4 – October 28

Collect from 8-10 fee vaults per schedule below

IV. TRAINING AND ORIENTATION: The Contractor shall be present at the Site Manager's Office on May 3, 2002 at 9:30 a.m. to attend an orientation meeting pick up supplies.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Fee collection will be accomplished using two separate methods. Attendants will be required to use a cash register to account for fees collected during gatehouse duty hours. The Contractor will also be responsible for removing moneyboxes from self-deposit fee vaults and restocking envelopes according to the attached schedule. Attendant will remove a locked moneybox from assigned

vaults, return to the Site Manager's Office and count money. The approximate round-trip mileage to remove moneyboxes is 70 miles. Security requirements mandate that both attendants present when vaults are accessed and money is transported. Park Attendants will be required to convert all cash collected into cashier's checks or money orders after each shift or at any time cash on hand exceeds \$1,000.00. The Park Attendant shall be responsible for the cost of the cashier's checks/money orders, and the transportation to acquire them. The approximate total round trip mileage to acquire a money order at the nearest source is 14 miles. Current fee for each money order is \$0.90 each. Maximum amount of a single money order at the nearest source is \$700.00. Attendants will be required to use a cash register to account for fees collected.

B. PARK INSPECTIONS: During the contract period, the Attendant will complete two daily inspection tours of Northbank Park on Saturdays Sundays and Holidays.

C. CLOSING/OPENING GATES AND OTHER DUTIES: Attendant will be required to ask visitors to depart Northbank Park and lock a gate a 9:00 p.m. on Saturdays during the contract period. Prior to beginning Friday fee vault collection duties, the Attendant will pick up picnic shelter reservations at the Site Manager's Office and post reservations at group picnic shelters.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Contractor must have a vehicle that will transport ten metal moneyboxes. Some small compact automobiles may not have sufficient cargo room to haul moneyboxes. Refer to conditions listed in the General Specifications under Other Special Conditions/Requirements".

**Northbank – Roving Fee Collector
Carters Lake
2002 Schedule**

MAY

S M T W T F S

			1	2	3 T	4 G
5 G	6 7V	7	8	9	10	11 G
12 G	13 7V	14	15	16	17	18 G
19 G	20 7V	21	22	23	24	25 G
26 G	27 G	28 7V	29	30	31	

JUNE

S M T W T F S

						1 G
2 G	3 7V	4	5	6	7	8 G
9 G	10 7V	11	12	13	14	15 G
16 G	17 7V	18	19	20	21	22 G
23 G	24 7V	25	26	27	28	29 G
30 G						

JULY

S M T W T F S

	1 7V	2	3	4 G	5	6 G
7 G	8 7V	9	10	11	12	13 G
14 G	15 7V	16	17	18	19	20 G
21 G	22 7V	23	24	25	26	27 G
28 G	29 7V	30	31			

**Northbank – Roving Fee Collector
Carters Lake
2002 Schedule**

AUGUST

S M T W T F S

				1	2	3 G
4 G	5 7V	6	7	8	9	10 G
11 G	12 7V	13	14	15	16	17 G
18 G	19 7V	20	21	22	23	24 G
25 G	26 7V	27	28	29	30	31 G

SEPTEMBER

S M T W T F S

1 G	2 G	3 7V	4	5	6	7
8	9 10V	10	11	12	13	14
15	16 8V	17	18	19	20	21
22	23 8V	24	25	26	27	28
29	30 10V					

OCTOBER

S M T W T F S

		1	2	3	4	5
6	7 8V	8	9	10	11	12
13	14 8V	15	16	17	18	19
20	21 10V	22	23	24	25	26
27	28 8V					

**Northbank – Roving Fee Collector
Carters Lake
2002 Schedule**

NORTHBANK ROVING SCHEDULE

MAY JUN. JUL. AUG. SEP. OCT. TOTAL

*14	14	14	13	7	4	66
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*TOTAL NUMBER OF WORKDAYS INCLUDING 1 PAID TRAINING DAY

Scheduled Work Duties/See Calendar Above

T = training/orientation date

7V = collect from 7 vaults and post shelters
(Woodring/Ridgeway/Doll Mountain)

8V = collect from 8 vaults and post shelters
(Damsite/Northbank/Woodring/Doll Mountain)

10V = collect from 10 vaults and post shelters
(Damsite/Northbank/ Woodring/Doll Mountain/Ridgeway)

G = work gatehouse and lock Northbank on Saturdays

**LAKE SIDNEY LANIER
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Twenty-six (26) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed BID SCHEDULE. Job duties and responsibilities and other terms and conditions listed in this SPECIFIC RECREATION AREA JOB DESCRIPTION are the same for each contract except as stated in the specific park sheets that follow.

II. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE: Please refer to General Specifications. At Lake Lanier Campgrounds, Park Attendants are not required to maintain shrubbery in the vicinity of the gatehouse.

B. PET POLICY: Pets are allowed at all Lake Lanier Campgrounds. Bidders should refer to General Specifications section titled “PETS”.

C. DRESS CODE OR UNIFORM POLICY: Uniforms at Lake Lanier Campgrounds include white collared shirt, dark pants (no jeans) and dark shoes are to be supplied and worn by the contractor. Estimated cost of uniforms per person is \$150.00. Please reference general contract specifications for more details. Further clothing guidelines are specified in the contractor's guide.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: Please refer to General specifications on “BONDS”. All contracts at Lake Lanier require a bond in the amount of \$5000.00.

III. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES: Additional equipment/ supplies that are to be furnished by the contractor are listed in the Mobile District General Specifications for Park Attendant Services.

IV. ADDITIONAL INFORMATION: All bidders should contact the specified Park Ranger(s) to arrange for a tour of the park(s) and explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties. The Contractor Guide, also referred to as the Park Attendant Handbook, detailing required contractor work operations, is available for viewing at the Lanier Project Management Office.

**BALD RIDGE
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0001 Park Attendant Schedule "A"-
Bald Ridge Campground, Lake Sidney Lanier
Contract Dates: 02/18/02 thru 11/17/02
Total number of working days: 140
Training Dates: 02/18/02 thru 02/20/02
Work Period: 02/22/02 thru 11/17/02
Government Estimate Price: \$85.00/day

0002 Park Attendant Schedule "B"-
Bald Ridge Campground, Lake Sidney Lanier
Contract Dates: 02/18/02 thru 11/12/02
Total number of working days: 135
Training Dates: 02/18/02 thru 02/20/02
Work Period: 02/26/02 thru 11/12/02
Government Estimate Price: \$85.00/day

II. PARK DESCRIPTION: The park encompasses approximately 43 acres with 82 developed sites and 2 miles of park roads to be surveyed. The park has 3 washhouses, 1 swim area, 1 playground, 1 dump station, 1 boat ramp, and 2 washer and dryer facilities.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

IV. TRAINING AND ORIENTATION: Attendant orientation and computer training for schedule "A" and "B" attendants will be held February 18th thru February 20th. Orientation and computer training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS or a designated name specified by Reserve America. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.

- b.** Contractor will **mail deposit** collected user fees by certified mail into an approved account. The cost to certify mail is \$1.00-\$3.00.
 - c.** Credit card machines/computers will be used in collection of fees.
 - d.** Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all mail deposits and cash conversions.
 - e.** The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with fee collections and cash conversions by certified receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.
3. A mail deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES: . Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendant's on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled workdays.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Bald Ridge Campground - "A" Shift

RFQ #0001

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Bald Ridge Campground - "B" Shift

RFQ #0002

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**BOLDING MILL CAMPGROUND
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0003 Park Attendant Schedule "A"-

Bolding Mill Campground, Lake Sidney Lanier

Contract Dates: 03/19/02 thru 09/09/02

Total number of working days: 85

Training Dates: 03/19/02 thru 03/22/02

Work Period: 04/03/02 thru 09/09/02

Government Estimate Price: \$80.00/day

0004 Park Attendant Schedule "B"-

Bolding Mill Campground, Lake Sidney Lanier

Contract Dates: 03/22/02 thru 09/09/02

Total number of working days: 89

Training Dates: 03/22/02 thru 03/27/02

Work Period: 03/29/02 thru 09/09/02

Government Estimate Price: \$80.00/day

II. PARK DESCRIPTION: The park encompasses approximately 73 acres with 97 developed sites and 4 miles of park roads to be surveyed. The park has 2 washhouses, 1 comfort station (no showers) 1 swim area, 1 playground, 1 dump station, 1 boat ramp, 2 picnic shelters, and 1 washer and dryer facility.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

IV. TRAINING AND ORIENTATION: Attendant orientation for schedule "A" and "B" attendants will be held March 19th. Computer training for schedule "A" attendants will be held March 20th thru March 22nd. Computer training for schedule "B" attendants will be held March 25th thru March 27th. Orientation and training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

- a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS a designated name specified by Reserve America. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - b. Contractor will **mail deposit** collected user fees by certified mail to an approved account. The cost for certified mail \$1.00-\$3.00.
 - c. Credit card machines/computers will be used in collection of fees.
 - d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
 - e. The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with mail deposits and cash conversions by certified receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.
3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections shall include shelters, beach and boat ramp. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES:

1. Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendants' on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled workdays.
2. Contractor will open shelter house gate and display reserved sign as directed by the Lanier Project Management Office.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal use (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Stanley Eaker 2002

Bolding Mill Campground - "A" Shift

RFQ #0003

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Bolding Mill Campground - "B" Shift

RFQ #0004

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**CHESTNUT RIDGE CAMPGROUND
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0005 Park Attendant Schedule "A"-

Chestnut Ridge Campground, Lake Sidney Lanier

Contract Dates: 03/19/02 thru 09/09/02

Total number of working days: 85

Training Dates: 03/19/02 thru 03/22/02

Work Period: 04/03/02 thru 09/09/02

Government Estimate Price: \$85.00/day

0006 Park Attendant Schedule "B"-

Chestnut Ridge Campground, Lake Sidney Lanier

Contract Dates: 03/22/02 thru 09/09/02

Total number of working days: 89

Training Dates: 03/22/02 thru 03/27/02

Work Period: 03/29/02 thru 09/09/02

Government Estimate Price: \$85.00/day

II. PARK DESCRIPTION: The park encompasses approximately 113 acres with 85 developed sites and 3 miles of park roads to be surveyed. The park has 2 washhouses, 1 comfort station (no showers) 1 swim area, 2 playgrounds, 1 dump station, 1 boat ramp, and 2 washer and dryer facilities.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled workday; 8 1/2 hours. Also see section below "CLOSING / OPENING GATES AND FACILITIES".

IV. TRAINING AND ORIENTATION: Attendant orientation for schedule "A" and "B" attendants will be held March 19th. Computer training for schedule "A" attendants will be held March 20th thru March 22nd. Computer training for schedule "B" attendants will be held March 25th thru March 27th. Orientation and training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. ~ATTENDANCE IS MANDATORY~

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS Officer or a designated name specified by Reserve America. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.

b. Contractor will **mail deposit** collected user fees by certified mail into an approved account. The cost for certified mail is \$1.00-\$3.00.

- c. Credit card machines/computers will be used in collection of fees.
- d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
- e. The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with direct deposits and cash conversions by certified return receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES: .

1. Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendants' on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled workdays.

2. Contractor will be required to **open** the gate to **Burton Mill Park** no later than 7:15 a.m. on their duty days. Burton Mill Park is approximately 1.1 miles from the campground entry station. Park Rangers lock Burton Mill at 10:00 p.m. each night.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal use (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Stoney Laker 2002

Chestnut Ridge Campground - "A" Shift

RFQ #0005

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Chestnut Ridge Campground - "B" Shift

RFQ #0006

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**SPECIFIC PARK SHEET FOR
DUCKETT MILL CAMPGROUND ATTENDANTS ‘A & B’
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0007 Park Attendant Schedule “A”-

Duckett Mill Campground, Lake Sidney Lanier

Contract Dates: 03/19/02 thru 09/9/02

Total number of working days: 85

Training Dates: 03/19/02 thru 03/22/02

Work Period: 04/03/02 thru 09/09/02

Government Estimate Price: \$80.00/day

0008 Park Attendant Schedule “B”-

Duckett Mill Campground, Lake Sidney Lanier

Contract Dates: 03/22/02 thru 09/09/02

Total number of working days: 89

Training Dates: 03/22/02 thru 03/27/02

Work Period: 03/29/02 thru 09/09/02

Government Estimate Price: \$80.00/day

II. PARK DESCRIPTION: The park encompasses approximately 97 acres with 111 developed sites and 4 miles of park roads to be surveyed. The park has 2 washhouses, 1 comfort station (no showers), 1 swim area, 1 playground, 1 dump station, 1 boat ramp, and 1 washer and dryer facility.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

IV. TRAINING AND ORIENTATION: Attendant orientation for schedule “A” and “B” attendants will be held March 21st. Computer training for schedule “A” attendants will be held March 20th thru March 22nd. Computer training for schedule “B” attendants will be held March 25th thru March 27th. Orientation and training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

- a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS or a designated name specified by Reserve America. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
- b. Contractor will **mail deposit** collected user fees by certified mail to an approved account. The cost for certified mail is \$1.00-\$3.00.
- c. Credit card machines/computers will be used in collection of fees.
- d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
- e. The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with mail deposits and cash conversions by certified return receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections shall include boat ramp area. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES: Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendant's on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled work days.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal use (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Duckett Mill Campground - "A" Shift

RFQ #0007

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Duckett Mill Campground - "B" Shift

RFQ #0008

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**OLD FEDERAL CAMPGROUND
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0009 Park Attendant Schedule "A"-
Old Federal Campground, Lake Sidney Lanier
Contract Dates: 02/18/02 thru 11/17/02
Total number of working days: 140
Training Dates: 02/18/02 thru 02/20/02
Work Period: 02/22/02 thru 11/17/02
Government Estimate Price: \$85.00/day

0010 Park Attendant Schedule "B"-
Old Federal Campground, Lake Sidney Lanier
Contract Dates: 02/18/02 thru 11/12/02
Total number of working days: 135
Training Dates: 02/18/02 thru 02/20/02
Work Period: 02/26/02 thru 11/12/02
Government Estimate Price: \$85.00/day

II. PARK DESCRIPTION: The park encompasses approximately 63 acres with 84 developed sites and 2.1 miles of park roads to be surveyed. The park has 3 washhouses, 1 swim area, 1 playground, 1 dump station, 1 boat ramp, 2 shelter houses, and 2 washer and dryer facilities.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

TRAINING AND ORIENTATION: Attendant orientation and computer training for schedule "A" and "B" attendants will be held February 18th thru February 20th. Orientation and computer training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.
2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS or a designated name specified by Reserve America. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.

b. Contractor will **mail deposit** collected user fees by certified mail into an approved account. The cost for certified mail is \$1.00-\$3.00.

c. Credit card machines/computers will be used in collection of fees.

d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.

The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with mail deposits and cash conversions by certified return receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES: Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendants' on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled work days.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Stoney Lander 2002

Old Federal Campground - "A" Shift

RFQ #0009

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Old Federal Campground - "B" Shift

RFQ #0010

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**SPECIFIC PARK SHEET FOR
SAWNEE CAMPGROUND ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0011 Park Attendant Schedule "A"-
Sawnee Campground, Lake Sidney Lanier
Contract Dates: 03/19/02 thru 09/09/02
Total number of working days: 85
Training Dates: 03/19/02 thru 03/22/02
Work Period: 04/03/02 thru 09/09/02
Government Estimate Price: \$85.00/day

0012 Park Attendant Schedule "B"-
Sawnee Campground, Lake Sidney Lanier
Contract Dates: 03/22/02 thru 09/09/02
Total number of working days: 89
Training Dates: 03/22/02 thru 03/27/02
Work Period: 03/29/02 thru 09/09/02
Government Estimate Price: \$85.00/day

II. PARK DESCRIPTION: The park encompasses approximately 33 acres with 56 developed sites and 1.7 miles of park roads to be surveyed. The park has 2 washhouses, 1 swim area, 1 playground, 1 dump station, 1 boat ramp, and 2 washer and dryer facilities.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

IV. RAINING AND ORIENTATION: Attendant orientation for schedule "A" and "B" attendants will be held March 19th. Computer training for schedule "A" attendants will be held March 20th thru March 22nd. Computer training for schedule "B" attendants will be held March 25th thru March 27th. Orientation and training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. ~ATTENDANCE IS MANDATORY~

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

- a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
- b. Contractor will **mail deposit** collected user fees by certified mail into an approved account. The cost for certified mail is \$1.00-\$3.00.
- c. Credit card machines/computers will be used in collection of fees.
- d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
- e. The government will have the option of either requiring attendants to a) operate a cash register, fax machine and perform direct deposits into the US Treasury through a local bank designated by the Operations Manager; b) mail paperwork, receipts, and checks associated with mail deposits and cash conversions by certified return receipt to address designated by Operations Manager; c) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or d) scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4 day work week.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES: Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendant's on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled work days.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal use (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Sawnee Campground - "A" Shift

RFQ #0011

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Sawnee Campground - "B" Shift

RFO #0012

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**SHADY GROVE CAMPGROUND
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. FQ Line Item Reference #s

0013 Park Attendant Schedule "A"-

Shady Grove Campground, Lake Sidney Lanier

Contract Dates: 03/19/02 thru 09/09/02

Total number of working days: 85

Training Dates: 03/19/02 thru 03/22/02

Work Period: 04/03/02 thru 09/09/02

Government Estimate Price: \$80.00/day

0014 Park Attendant Schedule "B"-

Shady Grove Campground, Lake Sidney Lanier

Contract Dates: 03/22/02 thru 09/09/02

Total number of working days: 89

Training Dates: 03/22/02 thru 03/27/02

Work Period: 03/29/02 thru 09/09/02

Government Estimate Price: \$80.00/day

II. PARK DESCRIPTION: The park encompasses approximately 107 acres with 126 developed sites and 3 miles of park roads to be surveyed. The park has 3 washhouses, 1 swim area, 2 play grounds, 1 dump station, 1 boat ramp, 2 group areas with shelters, and 1 washer and dryer facility.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

IV. TRAINING AND ORIENTATION: Attendant orientation for schedule "A" and "B" attendants will be held March 19th. Computer training for schedule "A" attendants will be held March 20th thru March 22nd. Computer training for schedule "B" attendants will be held March 25th thru March 27th. Orientation and training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. **~ATTENDANCE IS MANDATORY~**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

a. Contractor will convert all cash collected into a money order or cashiers check payable to the NRRS or a designated name specified by ReserveAmerica. The park

attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.

b. Contractor will **mail deposit** collected user fees by certified mail into an approved account. The cost for certified mail is \$1.00-\$3.00.

c. Credit card machines/computers will be used in collection of fees.

d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.

e. The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with direct deposits and cash conversions by certified return receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4 day work week.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES:

1. Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendants on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled work days.

2. Contractor will also open and close group area gates for reservations and as directed by the Lanier Project Management Office.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

IVII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531

Park Attendant Schedule for Lake Sidney Lanier 2002

Shady Grove Campground - "A" Shift

RFQ #0013

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Shady Grove Campground - "B" Shift

RFQ #0014

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**SHOAL CREEK CAMPGROUND
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0015 Park Attendant Schedule "A"-

Shoal Creek Campground, Lake Sidney Lanier

Contract Dates: 03/19/02 thru 09/09/02

Total number of working days: 85

Training Dates: 03/19/02 thru 03/22/02

Work Period: 04/03/02 thru 09/09/02

Government Estimate Price: \$92.00/day

0016 Park Attendant Schedule "B"-

Shoal Creek Campground, Lake Sidney Lanier

Contract Dates: 03/22/02 thru 09/09/02

Total number of working days: 92

Training Dates: 03/22/02 thru 03/27/02

Work Period: 03/29/02 thru 09/09/02

Government Estimate Price: \$92.00/day

II. PARK DESCRIPTION: The park encompasses approximately 169 acres with 113 developed sites and 5 miles of park roads to be surveyed. The park has 5 washhouses, 1 swim area, 2 play grounds, 1 dump station, 1 boat ramp, 2 group areas with shelters, and 2 washer and dryer facilities.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 10:30 p.m.; 15 1/2 hours. On call from 10:30 p.m. through 7:00 a.m. each night following a scheduled work day; 8 1/2 hours

IV. TRAINING AND ORIENTATION: Attendant orientation for schedule "A" and "B" attendants will be held March 19th. Computer training for schedule "A" attendants will be held March 20th thru March 22nd. Computer training for schedule "B" attendants will be held March 25th thru March 27th. Orientation and training will be held at the Lanier Project Management Office from 9:00 a.m. until 4:00 p.m. on the above listed dates. ~ATTENDANCE IS MANDATORY~

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of camping fees, reservation fees, visitor fees, and dump station fees. Additional fees that may be collected include day use fees and Golden Age Card fees.

2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.

a. Contractor will **convert all cash collected into a money order or cashiers check** payable to the NRRS or a designated name specified by Reserve America. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.

b. Contractor will **mail deposit** collected user fees by certified mail into an approved account. The cost for certified mail is \$1.00-\$3.00.

c. Credit card machines/computers will be used in collection of fees.

- d. Park attendants will use a computer program specified by the Operations Manager to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
- e. The government will have the option of either requiring attendants to a) mail paperwork, receipts, and checks associated with mail deposits and cash conversions by certified return receipt to address designated by Operations Manager; b) deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office; or c) scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES. Contractor will tour park between 10:00 p.m. and 10:30 p.m. to observe for compliance with quiet hours (10:00 p.m. until 6:00 a.m.).

C. CLOSING /OPENING GATES AND FACILITIES:

1. Contractor will open gates each morning at 7:00 a.m. and close and lock gates each evening at 10:30 p.m. on scheduled working days. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off during attendants on-call hours. Contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents. "Park Attendant On Duty" sign will be displayed on post at on duty attendants site 24 hours during scheduled workdays.
2. Contractor will also open and close group area gates for reservations and as directed by the Lanier Project Management Office.

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

VII. ADDITIONAL INFORMATION: POC is Jennifer Toretta or Russell Lundstrum at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Shoal Creek Campground - "A" Shift

RFQ #0015

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Shoal Creek Campground - "B" Shift

RFQ #0016

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**BUFORD DAM PARK DAY USE ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0017 Park Attendant Schedule "A"-

Buford Dam Park Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 81

Training Dates-04/02/02-04/03/02

Work Period-04/05/02-09/09/02

Government Estimate Price: \$80.00/day

0018 Park Attendant Schedule "B"-

Buford Dam Park Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 82

Training Dates-04/02/02-04/03/02

Work Period-04/07/02-09/09/02

Government Estimate Price: \$80.00/day

II. PARK DESCRIPTION: The park encompasses approximately 121 acres with 60 developed acres. The park has 2 restrooms, 1 swim area, 2 play grounds, 3 picnic shelters, 420 car parking spaces, 1 volleyball court, and access to the Laurel Ridge hiking trail. The park has 2 miles of road to inspect.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 8:00 a.m. - 7:00 p.m.; 11 hours. Also see section below "CLOSING / OPENING GATES AND FACILITIES".

IV. TRAINING AND ORIENTATION: Attendant cash register training and orientation will be held on April 2nd and April 3rd, 2002. Orientation will be held at the Lanier Project Management Office from 9:00 a.m. until 5:00 p.m. on the above listed date. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of day use fees including annual pass sales.
2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.
 - a. Contractor will **direct deposit** collected user fees into an approved account at a designated bank.
 - b. Contractor will **convert all cash collected into a money order or cashiers check** payable to the USACE F&A Officer or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - c. Park attendants will use a cash register to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
 - e. The government will have the option of either requiring attendants to deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office or scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4 day work week.

B. PARK INSPECTIONS: Contractor will inspect park on weekends and holidays to assist rangers in counting available parking spaces.

C. CLOSING /OPENING GATES AND FACILITIES: .

1. Contractor will open Powerhouse park gates no later than 7:30a.m. on scheduled work days.
2. Contractor will open Lower Overlook park gates no later than 7:40a.m. on scheduled work days.
3. Contractor will open Buford Dam Park gates no later than 8:00a.m. on scheduled work days.
4. Contractor will open shelter house gates and display reserved shelter signs as directed by the Lanier Project Management Office.
5. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off after work shift ends each day.
6. While on and off duty, contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents.
7. NOTE: Contractor is not required to close the above listed gates; park rangers close the parks at 10:00p.m.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. MAILING ENVELOPE: The contractor will be responsible for the cost of supplying envelopes with minimum dimensions being 8.5 x 11 inches. One envelope is required for each four day work shift.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on "party-line" with the gatehouse. No personal useage (including internet/e-mail) will be allowed.

VIII. ADDITIONAL INFORMATION: POC is Jerry Fulton or Ryan Hartwig at 770/945-9531.

Park Attendant Schedule for Lake Stoney Larrier 2002

Buford Dam - "A" Shift

RFQ #0017

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Buford Dam Park - "B" Shift

RFQ #0018

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**LITTLE HALL DAY USE ATTENDANTS ‘A & B’
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0019 Park Attendant Schedule “A”-

Little Hall Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 75

Training Dates: 04/02/02-04/03/02

Work Period: 04/05/02-09/09/02

Government Estimate Price: \$75.00/day

II. PARK DESCRIPTION: The park encompasses approximately 42 acres with 30 developed acres. The park has 1 restroom, 1 swim area, 1 play ground, 1 picnic shelter, 132 car parking spaces, 113 boat trailer parking spaces, 1 walking trail, and 1 multi-laned boat ramp. The park has 2 miles of road to inspect.

III. HOURS OF WORK: Contractor will work Friday’s, Saturday’s, Sunday’s, and holidays (3-5 days a week) as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 6:00 a.m.-6:00 p.m.; 12 hours.

IV. TRAINING AND ORIENTATION: Attendant cash register training and orientation will be held on April 2nd and April 3rd 2002. Orientation and cash register training will be held at the Lanier Project Management Office from 9:00 a.m. until 5:00 p.m. on the above listed date. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of day use fees including annual pass sales.
2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.
 - a. Contractor will **direct deposit** collected user fees into an approved account at a designated bank.
 - b. Contractor will **convert all cash collected into a money order or cashiers check** payable to the USACE F&A Officer or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - c. Park attendants will use a cash register to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
 - e. The government will have the option of either requiring attendants to deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office or scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4 day work week.

B. PARK INSPECTIONS: Contractor will inspect park on weekends and holidays to assist rangers in counting available parking spaces.

C. CLOSING /OPENING GATES AND FACILITIES: .

1. Contractor will open shelter house gate and display reserved sign as directed by the Lanier Project Management Office.
2. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off after work shift ends each day.
3. While on and off duty, contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. MAILING ENVELOPE: The contractor will be responsible for the cost of supplying envelopes with minimum dimensions being 8.5 x 11 inches. One envelope is required for each four day work shift.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on “party-line” with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

VIII. ADDITIONAL INFORMATION: POC is Jerry Fulton or Ryan Hartwig at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Little Hall - "A" Shift

RFQ # 0019

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**LANIER PARK DAY USE ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0020 Park Attendant Schedule "A"-

Lanier Park Day Use, Lake Sidney Lanier
Contract Dates: 04/02/02 thru 09/09/02
Total number of working days: 81
Training Dates: 04/02/02-04/03/02
Work Period: 04/05/02-09/09/02
Government Estimate Price: \$75.00/day

0021 Park Attendant Schedule "B"-

Lanier Park Day Use, Lake Sidney Lanier
Contract Dates: 04/02/02 thru 09/09/02
Total number of working days: 82
Training Dates: 04/02/02-04/03/02
Work Period: 04/07/02-09/09/02
Government Estimate Price: \$75.00/day

II. PARK DESCRIPTION:

1. The park encompasses approximately 40 acres with 3 developed acres. The park has 1 restroom, 17 car parking spaces, 71 boat trailer parking spaces, and 1 multi-laned boat ramp. The park has 1.5 miles of road to inspect. Phase II is still under construction. Phase 2 will add an additional 10 developed acres. Facilities will include 25 picnic sites, 1 restroom, 1 swim beach, 1 picnic shelter, 1 mile pedestrian trail, 125 car parking spaces. Phase II has 1 mile of road to inspect.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:00 a.m. - 7:00 p.m.; 12 hours.

IV. TRAINING AND ORIENTATION: Attendant cash register training and orientation will be held on April 2nd and April 3rd, 2002. Orientation will be held at the Lanier Project Management Office from 9:00 a.m. until 5:00 p.m. on the above listed date. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of day use fees including annual pass sales.
2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.
 - a. Contractor will **direct deposit** collected user fees into an approved account at a designated bank.
 - b. Contractor will **convert all cash collected into a money order or cashiers check** payable to the USACE F&A Officer or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - c. Park attendants will use a cash register to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
 - e. The government will have the option of either requiring attendants to deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office or scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4 day work week.

B. PARK INSPECTIONS: Contractor will inspect park on weekends and holidays to assist rangers in counting available parking spaces.

C. CLOSING /OPENING GATES AND FACILITIES: .

1. Gate house windows and doors should be locked and interior appliances, lights and cash registers should be turned off after work shift ends each day.
2. While on and off duty, contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents.
3. NOTE: Contractor is not required to close the above listed gate.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. MAILING ENVELOPE: The contractor will be responsible for the cost of supplying envelopes with minimum dimensions being 8.5 x 11 inches. One envelope is required for each four day work shift.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on “party-line” with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

VIII. ADDITIONAL INFORMATION: POC is Jerry Fulton or Ryan Hartwig at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Lanier Park - "A" Shift

RFQ #0020

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7				1	2	3	4						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Lanier Park - "B" Shift

RFQ #0021

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**VAN PUGH NORTH DAY USE ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0022 Park Attendant Schedule "A"-

Van Pugh North Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 81

Training Dates: 04/02/02-04/03/02

Work Period: 04/05/02-09/09/02

Government Estimate Price: \$81.00/day

0023 Park Attendant Schedule "B"-

Van Pugh North Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 90

Training Dates: 04/02/02-04/03/02

Work Period: 04/05/02-09/29/02

Government Estimate Price: \$81.00/day

II. PARK DESCRIPTION: The park encompasses approximately 38 acres with 25 developed acres. The park has 1 restroom, 2 swim areas, 1 play ground, 1 picnic shelter, 140 car parking spaces, 50 boat trailer parking spaces, 20 picnic tables, and 1 multi-laned boat ramp. The park has 1 miles of road to inspect.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Note that "A" shift contract ends 09/09/02. "B" shift continues to work weekends through September 29th, 2002 as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 8:00 a.m. - 7:00 p.m.; 11 hours. Also see section below "CLOSING / OPENING GATES AND FACILITIES".

IV. TRAINING AND ORIENTATION: Attendant cash register training and orientation will be held on April 2nd and April 3rd, 2002. Orientation will be held at the Lanier Project Management Office from 9:00 a.m. until 5:00 p.m. on the above listed date. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of day use fees including annual pass sales.
2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.
 - a. Contractor will **direct deposit** collected user fees into an approved account at a designated bank.
 - b. Contractor will **convert all cash collected into a money order or cashiers check** payable to the USACE F&A Officer or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - c. Park attendants will use a cash register to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.

- e. The government will have the option of either requiring attendants to deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office or scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day workweek.

B. PARK INSPECTIONS: Contractor will inspect park on weekends and holidays to assist rangers in counting available parking spaces.

C. CLOSING /OPENING GATES AND FACILITIES: .

1. Contractor will display reserved shelter sign as directed by the Lanier Project Management Office.
2. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off after work shift ends each day.
3. While on and off duty, contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents.
4. NOTE: Contractor is not required to close the above listed gate; park rangers close the parks at 10:00p.m.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. MAILING ENVELOPE: The contractor will be responsible for the cost of supplying envelopes with minimum dimensions being 8.5 x 11 inches. One envelope is required for each four-day work shift.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Attendant campsites for this contract are located in Van Pugh South Day Use Area, approximately 1 mile from Van Pugh North. Telephone service at attendant site is on “party-line” with the Van Pugh South gatehouse. No personal usage (including internet/e-mail) will be allowed.

VIII. ADDITIONAL INFORMATION: POC is Jerry Fulton or Ryan Hartwig at 770/945-9531.

Park Attendant Schedule for Lake Sidney Lanier 2002

Van Pugh North - "A" Shift

RFO #0022

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

Van Pugh North - "B" Shift

RFQ #0023

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**VAN PUGH SOUTH DAY CAMP ATTENDANT
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0024 Park Attendant Schedule "A"-

Van Pugh South Day Camp, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 53

Training Dates: 04/02/02-04/03/02

Work Period: 04/06/02-09/09/02

Government Estimate Price: \$81.00/day

II. PARK DESCRIPTION: The park encompasses approximately 49 acres with 57 developed sites. The park has 2 restroom/shower facilities, 1 play ground, and 1 multi-laned boat ramp. The park has 1.6 miles of road to inspect.

III. HOURS OF WORK: Contractor will work Saturday's, Sunday's, and holidays (2-4 days a week) as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 8:00 a.m. – 10:00 p.m.; 14 hours. Also see section below "CLOSING / OPENING GATES AND FACILITIES".

IV. TRAINING AND ORIENTATION: Attendant cash register training and orientation will be held on April 2nd and April 3rd, 2002. Orientation will be held at the Lanier Project Management Office from 9:00 a.m. until 5:00 p.m. on the above listed date. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of day camp fees including annual pass sales.
2. The Government requires park attendants to utilize the following methods to process special facility fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.
 - a. Contractor will **direct deposit** collected user fees into an approved account at a designated bank.
 - b. Contractor will **convert all cash collected into a money order or cashiers check** payable to the USACE F&A Officer or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - c. Park attendants will use a cash register to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.
 - e. The government will have the option of either requiring attendants to deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office or scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each work week.

B. PARK INSPECTIONS: Contractor will inspect park every four (4) hours during normal gatehouse operation hours. Inspections shall include boat ramp area. Inspections should incorporate items found in the General Specifications under section II, GENERIC DUTIES.

C. CLOSING /OPENING GATES AND FACILITIES: .

1. Contractor will open Van Pugh South park gates no later than 8:00a.m. on scheduled work days.
2. Gate house windows and doors should be locked and interior appliances, lights and cash register should be turned off after work shift ends each day.
3. While on and off duty, contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents.
4. NOTE: Contractor is not required to close the above listed gate; park rangers close the parks at 10:00p.m.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES: In addition to contractor-furnished equipment/supplies listed in the Mobile District General Specifications for Park Attendant Services, the following is to be provided by the contractor:

A. MAILING ENVELOPE: The contractor will be responsible for the cost of supplying envelopes with minimum dimensions being 8.5 x 11 inches. One envelope is required for each four day work shift.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Telephone service at attendant site is on “party-line” with the gatehouse. No personal usage (including internet/e-mail) will be allowed.

VIII. ADDITIONAL INFORMATION: POC is Jerry Fulton or Ryan Hartwig at 770/945-9531.

Park Attendant Schedule for Lake Stanley Egan 2002

Van Pugh South - "A" Shift

RFQ # 0024

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**WEST BANK PARK DAY USE
ATTENDANTS 'A & B'
LAKE SIDNEY LANIER**

I. RFQ Line Item Reference #

0025 Park Attendant Schedule "A"

West Bank Park Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 92

Training Dates: 04/02/02-04/03/02

Work Period: 04/05/02-09/29/02

Government Estimate Price: \$85.00/day

0026 Park Attendant Schedule "B"

West Bank Park Day Use, Lake Sidney Lanier

Contract Dates: 04/02/02 thru 09/09/02

Total number of working days: 90

Training Dates: 04/02/02-04/03/02

Work Period: 04/07/02-09/25/02

Government Estimate Price: \$85.00/day

II. PARK DESCRIPTION: The park encompasses approximately 24 acres with 24 developed acres. The park has 3 restrooms, 2 swim areas, 2 play grounds, 2 picnic shelters, 61 picnic tables, 379 car parking spaces, 1 volleyball court, and 1 walking trail. The park has 1 miles of road to inspect.

III. HOURS OF WORK: Contractor will work a rotating (4) day work week as indicated on attached calendar. Contractor will work the following hours: Gatehouse operation: 7:15 a.m. - 7:00 p.m.; 11 hours 45 minutes. Also see section below "CLOSING /OPENING GATES AND FACILITIES".

IV. TRAINING AND ORIENTATION: Attendant cash register training and orientation will be held on April 2nd and April 3rd, 2002. Orientation and cash register training will be held at the Lanier Project Management Office from 9:00 a.m. until 5:00 p.m. on the above listed date. **ATTENDANCE IS MANDATORY.**

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING:

1. This contract requires collection of day use fees including annual pass sales.
2. The Government requires park attendants to utilize the following methods to process user fees collected. Note that contractor may be required to use the following methods in any combination specified by the Operations Manager.
 - a. Contractor will **direct deposit** collected user fees into an approved account at a designated bank.
 - b. Contractor will **convert all cash collected into a money order or cashiers check** payable to the USACE F&A Officer or a designated name specified by ReserveAmerica. The park attendant will be responsible for the cost of the cashier's check or money order. The cost of a cashier's check or money order is \$1.00-\$6.00.
 - c. Park attendants will use a cash register to collect fees and manually prepare all associated paperwork for all direct deposits and cash conversions.

e. The government will have the option of either requiring attendants to deliver paperwork, receipts and checks associated with direct deposits and cash conversions to the Lanier Project Management Office or scheduling a Ranger to collect the documentation and converted funds.

3. A deposit or cash conversion and submittal of paperwork must be accomplished no less than once per each 4 day work week and at any time cash on hand exceeds \$5,000.00. Deposits must be made no more than 24 hours after the end of each 4-day work week.

B. PARK INSPECTIONS: Contractor will inspect park on weekends and holidays to assist rangers in counting available parking spaces.

C. CLOSING /OPENING GATES AND FACILITIES:

1. Contractor will open Lower Pool park gates no later than 7:00a.m. on scheduled work days.
2. Contractor will open West Bank park gates no later than 7:15a.m. on scheduled work days.
3. Gate house windows and doors should be locked and interior appliances, lights and computers should be turned off after work shift ends each day.
4. Contractor will display reserved shelter signs as directed by the Lanier Project Management Office.
5. While on and off duty, contractor will immediately assist anyone by summoning medical or emergency assistance when an emergency is observed or reported, and then contact a Corps Park Ranger to report such incidents.
6. NOTE: Contractor is not required to close the above listed gates; park rangers close the parks at 10:00p.m.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES: In addition to contractor-furnished equipment/supplies listed in the Mobile District General Specifications for Park Attendant Services, the following is to be provided by the contractor:

A. MAILING ENVELOPE: The contractor will be responsible for the cost of supplying envelopes with minimum dimensions being 8.5 x 11 inches. One envelope is required for each four day work shift.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. SITE FOR LIVING QUARTERS: Park attendant campsites at Lake Lanier include water, sewer, and electric hookups with 50/30/20 AMP service. Attendant sites are located within Buford Dam Park's "Volunteer Village" approximately 2 miles from West Bank Park. There is no telephone service to attendant sites at Volunteer Village.

VIII. ADDITIONAL INFORMATION: POC is Jerry Fulton or Ryan Hartwig at 770/945-9531.

Park Attendant Schedule for Lake Stanley Eimer 2002

West Bank - "A" Shift

RFQ #0025

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

Park Attendant Schedule for Lake Sidney Lanier 2002

West Bank - "B" Shift

RFQ #0026

<i>January</i>							<i>February</i>							<i>March</i>							<i>April</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

<i>May</i>							<i>June</i>							<i>July</i>							<i>August</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31

<i>September</i>							<i>October</i>							<i>November</i>							<i>December</i>						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Attendant Work Days shown as 

**OKATIBBEE LAKE
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

**TWILTLEY BRANCH CAMPGROUND
ATTENDANTS A & B**

I. NUMBER OF CONTRACT POSITION (S): This Specific Recreation Area Job Description Sheet is for two (2) separate Park Attendant Contracts at Twiltley Branch Campground at the U.S. Army Corps of Engineers, Okatibbee Lake Project. Park Attendant schedule “A” works exclusively in the campground & Park Attendant schedule “B” works campground relief and the Collinsville Day Use Area on weekends and holidays.

RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT SCHEDULE “A”

Twiltley Branch Campground (prime)

Contract dates: - **01 MARCH 2002- 30 SEPT 2002**

Total number of working days: **125**

Last year’s daily bid price: **\$86.00**

0002 PARK ATTENDANT SCHEDULE “A” OPTION YEAR

Twiltley Branch Campground (prime)

Contract dates: **01 MARCH 2003- 30 SEPT 2003**

Total number of working days: **124**

Last year’s daily bid price: **\$86.00**

0003 PARK ATTENDANT SCHEDULE “B”

Twiltley Branch Campground (relief)/Collinsville Day Use Area

Contract date: **01 MARCH 2002- 30 SEPT 2002**

Total number of working days: **128**

Last year’s daily bid price: **\$81.00**

0004 PARK ATTENDANT SCHEDULE “B” OPTION YEAR

Twiltley Branch Campground (relief)/Collinsville Day Use Area

Contract date: **01 MARCH 2003- 30 SEPT 2003**

Total number of working days: **129**

Last year’s daily bid price: **\$81.00**

NOTE: A separate bid must be submitted for each contract (Attendant “A” or Attendant “B”) you are interested in, by entering a bid on the corresponding line item number on this project’s enclosed BID SCHEDULE. Job duties and responsibilities and other terms and conditions listed in this specific recreation area

job description sheet are the same for each contract. (Bond required \$ 3,000.00; General Liability required \$ 500,000.00)

II. PARK DESCRIPTION: Twitley Branch Campground is located on Okatibbee Lake, a U.S. Army Corps of Engineers Flood Control Project. Twitley Branch Campground consists of 65 campsites, 50 class "A" sites w/elec/water, and 12 class "C" sites w/water only. The campground also has three (3) large group sites. The campground is located approximately ten (10) miles north of Meridian MS. off Hwy 19 in the small community of Collinsville Ms. Collinsville Day Use Area is located next to the Twitley Branch Campground entrance, (less than 1/8th of a mile from campground gate). The Collinsville Day Use Area consists of a beach, boat ramp, picnic shelter, rest room, and numerous picnic sites. Park Attendant schedule "B" will work the entrance station to this day use area per hours of work as set forth in the contract specifications.

III. HOURS OF WORK: Gate Attendant Schedule "A" and Schedule "B" listed separately. **WORK SCHEDULES WILL BE ISSUED UPON ARRIVAL.**

Schedule "A" Attendant:

Maintain 24-hour surveillance at the campground for a four (4) day period, normally Thursday, Friday, Saturday, and Sunday. Including all holidays falling on these days throughout the contract period, and will also be required to work Memorial Day, Fourth of July, and Labor Day. Maintain sixteen (16) hours actual on duty time in the gate- house from 6:00 AM to 10:00 PM on scheduled workdays. Maintain eight (8) hours availability in the campground when not on duty on scheduled workdays in case of emergency. A schedule of working days will be provided by the Project Manager prior to start of work and is subject to change with a one week written notice.

HOLIDAYS: Memorial Day 27 May 2002, 26 May 2003
Four of July 04 July 2002, 04 July 2003
Labor Day 02 Sept 2002, 01 Sept 2003

Schedule "B" Attendant:

Maintain twenty-four (24) hour surveillance at the campground for a three (3) day period, normally Monday, Tuesday, and Wednesday. Including all holidays falling on these days throughout the period.

Maintain sixteen (16) hours actual on duty time in the gatehouse from 6:00 AM to 10:00 PM on scheduled workdays in the campground. Maintain eight (8) hours availability in the campground when not on duty on scheduled workdays in case of emergency. A schedule of working days will be provided by the Project Manager prior to start of work and is subject to change with one week written notice.

** In addition to the three (3) day sixteen (16) hour work at campground, the contract gate attendant schedule "B" shall maintain twelve (12) hour surveillance, 8:00 AM to 8:00 PM at Collinsville Day Use Park during weekends for the period (Last weekend of April through Labor Day). Also, the contractor shall maintain twelve (12) hour surveillance, 8:00 AM to 8:00 PM at Collinsville Park on the following holidays: Memorial Day, Independence Day, and Labor Day.

HOLIDAYS: Memorial Day 27 May 2002, 26 May 2003
Four of July 04 July 2002, 04 July 2003
Labor Day 02 Sept 2002, 01 Sept 2003

IV. TRAINING AND ORIENTATION: Park Attendant schedule "A" & "B" will be required to attend an eight (8) hour orientation/training session scheduled on the first three days of park attendants' shift. Training will take place at the campground gatehouse. This orientation will be considered a workday.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendant schedule "A" & "B" will utilize a computerized registration and reservation program such as the National Recreation Reservation System, cash registers, credit card scanners, fax machines, computers, and printers. Contractors will be required to collect camper fees, user fees, register campers, sell annual passes, golden age passports and process remittance registers. Manual collection vouchers will be used as a back-up system. A regular cash register will be used to collect user fees in Day Use Park. Fees will be safe guarded in campground safe between collections. Gate attendant will convert fees collected to cashiers' check and mailed to ICMO, or government lock box for processing as instructed. **COMPUTER LITERACY IS REQUIRED.**

B. PARK INSPECTIONS: Park Attendant Schedule "A" & "B" will be required to furnish sufficient transportation to make inspections of the entire campground. Such inspections shall be made at a minimum of once every four (4) hours while the campground is open. Total mileage for one inspection tour is approximately three (3) miles. Park attendant will be required to inspect the entire campground and inside and outside of rest room facilities during operating hours. Keep a written record of daily activities, complaints, criticisms, accidents, and incidents while involved in inspections. All accidents must be reported to a Corps of Engineers Ranger. Inspections shall be performed once in the morning between 7:00 AM to 10:00 AM, in the afternoon between 12:00 noon to 3:00 PM, and in the evening between 5:00 PM to 8:00 PM. Each inspection shall be at 4-hour intervals from the time of first inspection. Beach rescue equipment will be placed on beaches daily and inspected on regular basis to insure availability.

C. CLOSING /OPENING GATES AND FACILITIES:

Gate Attendant Schedule “A”: Required to unlock and open gate to campground each morning at 6:00 AM and close and lock campground gate each night at 10:00 PM on duty days. Additionally, contractor will be **required** to open the entrance gate for those leaving after 10:00 PM for reasons as discussed at orientation and emergencies. Gate attendant will also be required to open, close, & lock gate and rest room facilities in day use areas around the project on scheduled work days, schedule of openings & closings will be provided upon arrival. Closing will be between 6:00 PM & 8:00 PM depending on time of year as directed by the Project Manager. The Parks include Collinsville Day Use Area; two (2) gates, two (2) rest rooms, West Bank Park; one (1) rest room, Tailrace Park; one (1) gate. Contractor will furnish transportation to close these facilities and gates at no additional cost to the government. Round trip mileage to secure these areas is approximately twenty (20) miles.

Gate Attendant Schedule “B”: Required to unlock and open gate to campground each morning at 6:00 AM and close and lock campground gate each night at 10:00 PM on duty days. Additionally, contractor will be **required** to open the entrance gate for those leaving after 10:00 PM for reasons as discussed at orientation and emergencies. Gate attendant will also be required to open, close, & lock gate and rest room facilities in day use areas around the project on scheduled work days, schedule of gate openings & closings will be issued upon arrival. Closing will be between 6:00 PM & 8:00 PM depending on time of year as directed by the Project Manager. The Parks include Collinsville Day Use Area; two (2) gates, two (2) rest rooms, West Bank Park; one rest room, Tail Race Park; one (1) gate. Contractor shall furnish transportation to close these facilities and gates at no additional cost to the government. Round trip mileage to secure these areas is approximately twenty (20) miles.

**** Gate Attendant Schedule “B”** will also be required to close gates on either of a two day period (Mon/Tues) or (Tues/Wed). Parks and gates to be closed during the period as follows: Collinsville Park: two (2) gates, two (2) rest rooms; Pine Springs: one (1) gate, one (1) rest room, West Bank: one (1) rest room; Tail Race Park: one (1) gate. Contractor shall furnish transportation to close these facilities at no additional charge to the Government. Round trip mileage to secure these areas is approximately twenty (20) miles.

D. CLEANING AND MAINTENANCE: Gate Attendant Schedule “A” & “B” will be required to clean the campground entrance station (gate house) daily. Cleaning will include sweeping, vacuuming, dusting, washing windows, policing/sweeping of the paved area within a twenty-five (25) foot radius of the station, removing cigarette butts from butt can located outside of gate house.

* Park Attendant Schedule “B” will also be required to clean the Collinsville Park entrance station daily (work day only). Cleaning will include sweeping, dusting, washing windows, policing of area around building.

Campground Wash House/Shower/Rest room Facility (one (1) building), will be required to be cleaned by Gate Attendant Schedule “A” & “B” on their designated duty days as per the following specifications and standards. Inspections and required cleaning

of rest room building shall be performed once in the morning between 7:00 AM to 10:00 AM, in the afternoon between 12:00 noon to 3:00 PM, and in the evening between 5:00 PM to 8:00 PM. Each inspection shall be at four (4) hour intervals from time of first inspection. Campground cleaning will be performed by Gate Attendant Schedules “A” & “B” at the above times when the building does not meet the performance indicators (P.I.) listed below. Building must meet the standards of the listed performance indicators after such cleaning.

a. Outside of building, including but not limited to eaves, walls, entrance way, windows, louvers, screens, doors and benches:

*(P.I.) - Shall be free of all insects, insect nests, mud, human waste, graffiti, or any other substance not part of the building. Any substance that cannot be removed by scrubbing shall be reported to a designated Corps employee.

b. Drinking fountain:

*(P.I.) - Shall be free of all foreign substances including but not limited to dirt, sand, paper, mud, and leaves. Drains shall be free from minor clogs. Major plumbing problems shall be reported to designated Corps Employee.

c. Sidewalks:

*(P.I.) - Shall be free of all debris including but not limited to mud, dirt, sand, leaves, or human waste.

d. Grounds (cigarette butt can, grass area around building and parking lot).

*(P.I.) - Shall be free of all trash and litter including but not limited to paper, glass, cigarettes, and plastic.

e. Building proper (Odors):

*(P.I.) - Shall be free from all unpleasant odors resulting from human waste or decaying matter. Only neutral odors or odors originating from disinfectants shall be present in or around the building.

f. Floors:

*(P.I.) - Shall be free of all foreign substances including but not limited to dirt, mud, human waste, litter, mold, mildew, and stains. Floors shall be left in a dry or damp (not wet) condition after cleaning. There shall be no standing water on the floors except during the cleaning process.

g. Walls, ceilings, doors, partitions, doorways, windows, skylights, louvers and screens:

*(P.I.) - Shall be free of all foreign substances including but not limited to insects, insect nests, stains, dirt, dust, mud, human waste, and graffiti. Any substance that cannot be removed by scrubbing shall be reported to a Corps employee.

h. Toilet and urinal fixtures including seats, grab bar, and other associated features. Lavatories, sinks, and shower stalls:

* (P.I.) - Shall be free of all foreign substances including but not limited to stains, soap scum, dirt, paper, cigarette filters, litter, mold, mildew, human waste, graffiti. Toilet seats shall be dry after cleaning. All toilets and urinals shall contain active deodorizer. Drains shall be free of minor clogs. Major plumbing problems and substances that cannot be removed by scrubbing shall be reported to a designated Corps employee.

i. Interior trash receptacles and sanitary napkin disposal receptacles:

*(P.I.) - Shall be completely emptied and free of any odor producing substance.

j. Soap dispensers:

*(P.I.) - Shall be full of liquid soap and free from dirt and soap deposits and in clean condition.

k. Tissue paper and paper towel dispensers:

*(P.I.) - Shall be filled with enough supply to last until next scheduled cleaning.

l. Mirrors:

*(P.I.) - Shall be free of all foreign substances including but not limited to streaks, smudges, dirt, grease, and graffiti.

m. Chase and storage area:

*(P.I.) - Shall be kept in the same condition as the rest of the building. Materials and supplies shall be kept in neat and organized manner.

E. PET POLICY: Pets at the gate attendant residence is allowed. Pets must be kept in accordance with the General Contract provisions concerning leash requirements, boarding requirements, and all other requirements as stated in Section one (1), par. E. Pets. Pets will be controlled at all times and will not disturb the other gate attendant. No dog pens, horse corrals, poultry cages, or similar facilities for pets or raising of animals will be allowed.

F. DRESS CODE OR UNIFORM POLICY: The contractor shall at all times be clean, neatly dressed in uniform* and present a courteous/helpful attitude toward the public and shall refrain from any conduct that reflects unfavorably on the government.

* Uniform color and style will be discussed at the orientation session on the first workday of shift, uniforms should not be purchased prior to this date. Estimated cost of uniforms is approximately \$200.00 per person.

G. OTHER SPECIAL CONDITIONS/REQUIREMENTS: All government buildings are designated as smoke-free facilities. Smoking is prohibited in the gate house, rest rooms, and project office.

Information pamphlets, copies of Title 36 CFR, camping regulations and campground maps will be distributed to visitors as they enter the campground. Assign or assist campers in locating a campsite and answer visitor questions.

Cooperate with Corps of Engineers employees who are on duty and those who have contracts with the government for construction of new facilities, clean-up services, grass mowing, etc. Cooperation shall include: reporting all disturbances, vandalism, harassment, speeding, and similar incidents. Daily logs will indicate time (s) when park is entered and exited by contract workers and law enforcement officers.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

The Government will furnish a site for a self-contained trailer/motor home with electricity, water, sewer hookup, and telephone jack.

Gate house, log books, computer, permit books, passes, an assortment of brochures, and office supplies. A portable radio will be furnished for communication with Corps personnel and the base station.

A baseball style cap, nametag identification, and patches for the uniform.

** All cleaning supplies to clean gatehouse, entrance station, and camper washhouse, will be furnished by the government. All paper products including trash bags will be furnished by the Government. Gatehouse has a vacuum cleaner for contractor use. Storage of most cleaning materials is located in the gatehouse or camper washhouse for the gate attendant to use when needed.

VII. ADDITIONAL INFORMATION: Point of contact for this contract is

Archie S. Reaves at the Okatibbee Lake Project Managers Office, Collinsville, Mississippi, phone # (601) 626-8431. Please contact Mr. Reaves if you have further questions. Prospective contractors are urged to inspect the areas, they are interested in bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

**LAKE SEMINOLE
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

**EASTBANK CAMPGROUND
ATTENDANTS A & B**

I. NUMBER OF CONTRACT POSITIONS This Specific Recreation Area Job Description Sheet is for two (2) separate Park Attendant contracts at Eastbank Campground - Park Attendant "A" and Park Attendant "B".

RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT SCHEDULE "A"

Eastbank Campground, Lake Seminole

Contract dates: 03/01/2002-09/28/2002 (to include three days of training)

Total number of working days: 108

Government Estimate: \$50.00

Estimated Total: \$5,400.00

0002 PARK ATTENDANT SCHEDULE "B"

Eastbank Campground

Contract dates: 03/05/2002-09/30/2002 (to include three days of training)

Total number of working days: 106

Government Estimate: \$50.00

Estimated Total: \$5,300.00

NOTE: A separate bid must be submitted for each contract (Attendant "A" or Attendant "B") you are interested in, by entering a bid on the corresponding line item number on this project's enclosed **BID SCHEDULE**. Job duties and responsibilities and other terms and conditions listed in this specific recreation area job description sheet are the same for each contract except for the work schedule, which is shown on the attached calendar(s).

II. PARK DESCRIPTION: The Campground consists of approximately 65 acres of grassy and wooded areas. There are 75 sites in the campground, 69 sites have water and electrical hookups available. The Campground has two miles of paved roads and is located $\frac{3}{4}$ of a mile from the Resource management Office, 1-mile North of Chattahoochee, FL and 45 miles from Tallahassee, FL.

III. HOURS OF WORK: During the duration of this contract, the attendants will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off including Holidays if scheduled to work.

Each workday begins at 7:00 AM and ends at 10:00 PM. The contractor will remain on call for (9) hours following the close of the gatehouse. A tentative schedule of working days has been provided and is subject to change only by the Resource Manager or his duly authorized representative.

IV. TRAINING AND ORIENTATION: A 3-day training period will be conducted on the first day of contract arrival date. Each training day will start at 8:30 AM and end at 4:00 PM. This training will consist of the reservation computer program system, Campground handbook orientation and project orientation.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS: The Contractor will abide by all of the provisions and requirements stated in the Mobile District General Specifications for Park Attendants and those stated in the Eastbank Campground Handbook.

A. APPROVED USER FEE COLLECTION & PROCESSING: Fees will be collected by the Attendant from the sale of camping permits, visitor passes, boat ramp use, Golden Age Cards and Annual day use passes through the NRRS (National Recreation Reservation System). **All fees will be safeguarded and the commingling of personal fees with user fees is prohibited.** The Attendant will be required to process collected fees according to project regulations and those issued by the Finance and Accounting Office. A deposit should be made at least once a week and not to exceed \$1,000.00. A cashier's check for the conversion of all cash must be obtained from a bank designated by the Resource Manager or his duly authorized representative. This cashier's check along with all other checks and credit card receipts will be transferred to the Resource Management Office for processing. (Round trip to bank from campground is about 2 miles.)

B. PARK INSPECTIONS: The Attendants are required to make a minimum of 4 inspections each working day between the hours of 7:00 A.M. – 9:00 A.M., 1:00 P.M. – 3:00 P.M., 5:00 P.M. – 7:00 P.M. and 9:00 P.M. – 10:00 P.M. A minimum of one of these inspections will include the inspections of the entire campground facilities, back exit gate and the surrounding area for potential safety hazards. All finding will be reported immediately to ranger staff. All findings will be documented on the Park Attendants Daily Report. **One Attendant must be in the gatehouse during these patrols and inspections.**

C. CLOSING /OPENING GATES AND FACILITIES: The front gate of campground will be opened at 7:00 AM and closed at 10:00 PM. All guests of campers shall be asked to leave the campground no later than 9:30 PM. After 10:00 PM the front gate of the campground will be opened for emergency purposes only.

D. CLEANING AND MAINTENANCE: The Attendants on duty are responsible for picking up incidental litter and keeping the entrance station clean and neat.

Attendants will maintain the gatehouse in a clean, orderly and sanitary condition at all times. This shall include, but not be limited to daily, sweeping, dusting, washing windows, and properly disposing of trash. Gate attendants will furnish all cleaning supplies.

E. PET POLICY: Attendants are permitted to have one small cat or dog. **All animals are required to be physically restrained at all times. No pets are allowed in the gatehouse.**

F. DRESS CODE OR UNIFORM POLICY: the Resource Management Office will provide a nameplate. The contractor will supply and wear, as a minimum, **white short sleeve shirt and a single color trouser or skirt.** Tank tops, sleeveless shirts or undershirts and opened-toed shoes **will not be worn.** Shorts are permitted but must be single color and look neat in appearance.

G. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A \$3000.00 Bond or cashier's check is required prior to beginning Contractor. Please see general specifications for further information.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES: The contractor is required to furnish the equipment/supplies listed in the Mobile District General Specifications for Park Attendant Services. **The contractor is required to furnish an insured factory built RV and insured suitable transportation for use in inspecting campground area. (If motor scooter or motor-cycles are used helmets must be worn at all times when operating these vehicles)**

VI. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES: The government will supply a site for the self-contained trailer or motor home. Water, electricity, and sewer hookups will be provided. A telephone will be provided at the gatehouse for business use only. The government will provide all other supplies necessary for the operation of the campground.

VIII. ADDITIONAL INFORMATION: All bidders should contact Marlene Love-Jones at the Lake Seminole Resource Management Office at (229) 662-2001 or by Email: marlene.love-jones@sam02.usace.army.mil to arrange for a tour of the Campground and explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

Calendar for March 2002 - September 2002 (USA)

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**TENNESSEE-TOMBIGBEE WATERWAY
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Eleven (11) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed BID SCHEDULE. **Bidders must also bid on both the Base Period and the Option Periods (where applicable). Bidders who bid on just the base period or just the option period will be disqualified for that particular job.** Job duties and responsibilities and other terms and conditions listed in this SPECIFIC RECREATION AREA JOB DESCRIPTION are the same for each contract except as stated in the specific park sheets that follow.

II. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. CLEANING AND MAINTENANCE: Attendants will be required to do light cleaning and maintenance work around and inside the gate house. This would include but not be limited to mopping, cleaning of restroom in gatehouse and dusting.

B. PET POLICY: See general specifications.

C. DRESS CODE: See general specifications.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The contractor must be fully bonded or insured to cover funds not received by the designated government agent as provided for in the specification. **The contractor is required to furnish to the Contracting Officer proof of such a bond in the amount of \$3,000.00. Proof of bond or other surety must be supplied to the Contracting Office prior to arrival at the project to begin work.**

E. Park Attendant will not be released early from these contracts to fulfill other contracts.

III. ADDITIONAL INFORMATION: Prospective bidders not familiar with the job site are encouraged to visit the project or discuss the contract with project employees before submitting a bid. For additional information contact:

Tennessee-Tombigbee Waterway Management Center
Columbus Area Office

Attn: Park Rangers Angela Griffin, Tim Justis or Larry Hendershott
3606 W. Plymouth Rd.
Columbus, Mississippi 39701-9504
(662) 327-2142

**BLUE BLUFF CAMPGROUND AND RECREATION AREA
ATTENDANT B
TENNESSEE-TOMBIGBEE WATERWAY**

I. NUMBER OF CONTRACT POSITIONS: One (1) Park Attendant contract at Blue Bluff Campground and Recreation Area; Park Attendant "B", and includes line items for option periods as well. It is solely the Government's discretion to retain the contractor for the option year.

RFQ LINE ITEM REFERENCE #

***0001 BASE YEAR PARK ATTENDANT SCHEDULE "B"**

Blue Bluff Campground, Aberdeen Lake

Contract dates: Feb. 20, 2002 - October 31, 2002.

Total number of working days: 128 (includes 5 training days, 20-22 & 25, 26 Feb.)

Two non-paid days off on Feb. 23& 24 are included in this time frame.

Last year's daily bid price: \$70

bid price three years ago: \$65

0002 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) PARK ATTENDANT SCHEDULE "B"

Blue Bluff Campground, Aberdeen Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 14

***0003 OPTION YEAR PARK ATTENDANT SCHEDULE "B"**

Blue Bluff Campground, Aberdeen Lake

Contract dates: Feb. 24, 2003 - October 31, 2003.

Total number of working days: 126 (includes 5 training days, 24-28 Feb.)

0004 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) PARK ATTENDANT SCHEDULE "B"

Blue Bluff Campground, Aberdeen Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 14

NOTE: A separate bid must be submitted for each contract for both a base year plus an option year you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation (Attendant "B" bids on items one through four. They bid on line items 0001 and 0003 for the base year and the option year. Line items 0002 and 0004 are for the option months). Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

Option to Extend Services

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by notice to the Contractor within 15 to 45 days prior to the option period. Both Contractor and the Corps of Engineers must agree to extend the option month(s).

It remains the sole responsibility of the Government to exercise the *option year*.

II. PARK DESCRIPTION: The Blue Bluff Campground and Day Use Area is located on the west bank of Aberdeen Lake on the Tennessee-Tombigbee Waterway. Aberdeen is located in northeast Mississippi midway between Tupelo and Columbus on U.S. Highway 45. U.S. 45 goes through downtown Aberdeen on Commerce Street. From Commerce Street, turn north on Meridian and you'll soon cross a railroad track, and then a bridge. Take the first right turn after the bridge. The entrance to Blue Bluff Campground is on the left. The Campground is less than 7 miles round trip from a banking facility in Aberdeen.

The Blue Bluff Campground contains 92 Class A campsites with water/electrical hook-ups. Two restrooms with showers, one multi-use court, one pavilion and two play areas are scattered throughout the campground. Laundry facilities are provided. Several fishing piers are available for camper use. A one-lane boatramp with car/trailer spaces is located within the campground for camper use only. A two-lane boat ramp, a one lane boat ramp, 4 picnic pavilions, beach, 3 restrooms, multi-use courts, and a tot lot are located inside the adjacent recreation area and is open to the public. A drive through of the entire park is approximately 3 miles.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. One (1) Attendant must be in the gatehouse during patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day. A minimum of one (1) Attendant will be "on duty" from 8:00 A.M. to 10:00 P.M., Monday thru Thursday, and 7:00 A.M. to 10:00 P.M. on Friday, holidays and weekends. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours depending upon visitation and use, as deemed by the Resource Manager or his/her representatives. **The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes all associated gates within the day-use area of the recreation area.**

A. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

B. Work schedule for these contracts shall be as follows:

1. **I BASE YEAR TRAINING DAYS:** (February 20-22, 25&26 2002)
II OPTION YEAR TRAINING DAYS (February. 24-28, 2003)
Training will be paid as part of the contract.

2. WORK DAYS (Contractor B)-(starting 3 March, 2002 and 5 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

3. OFF DAYS - (Contractor A)-(starting 3 March 2002 & 5 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

4. WORK DAYS- (Contractor A)-(starting 27 Feb 2002 & 1 Mar 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

5. OFF DAYS- (Contractor B)-(starting 27 Feb 2002 & 1 Mar 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

6. Option month- Schedule will be announced when option is exercised.

The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

C. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendant(s) are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All Successful bidders will be required to attend a pre-work conference beginning at 9:00 A.M. and lasting until 4:00 P.M. on 20 February 2002 and 24 February, 2003 at the Tennessee-Tombigbee Waterway Management Center/Columbus Area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook.

B. All Park Attendants will be required to attend training sessions on 20-22, 25 & 26, February 2002 and 24-28 February 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, NRRS computer program, etc.) Notification of orientation/training sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training. If the contracting officer's representative deems necessary, additional training beyond five days may be available, however anything over five days will not be paid

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, starting 16 February 2002 and 17 February 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize and re-familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants may collect various fees including day use fees, golden age/access fees, camping fees and special use fees. Collection of fees and processing of fees shall be in accordance with the National Recreation Reservation System (NRRS). Attendant will be responsible for converting cash into a cashier's check or money order to deposit into the NRRS system. Approximately an 8 mile round trip is required from the campground to access a post office or banking facility.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M.

and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

**COCHRANE CAMPGROUND AND RECREATION AREA
ATTENDANT B
TENNESSEE-TOMBIGBEE WATERWAY**

I. NUMBER OF CONTRACT POSITIONS: One (1) Park Attendant contract at Cochrane Campground and Recreation Area; Park Attendant "B", and includes line items for option periods as well. It is solely the Government's discretion to retain the contractor for the option year.

***NOTE: QUOTATION MUST INCLUDE SEPARATE PRICE BIDS ON BOTH THE BASE YEAR AND THE CORRESPONDING OPTION YEAR FOR THE SCHEDULE ON WHICH YOU ARE BIDDING, OR YOUR QUOTE WILL NOT BE CONSIDERED.**

RFQ LINE ITEM REFERENCE #

0005 BASE YEAR PARK ATTENDANT SCHEDULE "B"

Cochrane Campground, Gainesville Lake
Contract dates: Feb. 20, 2002 - October 31, 2002.
Total number of working days: 128 (includes 5 training days, 20-22 & 25, 26 Feb.)
Two non-paid days off on Feb. 23 & 24 are included in this time frame.
Last year's daily bid price: \$64
Bid price three years ago: \$60

0006 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) PARK ATTENDANT SCHEDULE "B"

Cochrane Campground, Gainesville Lake
Contract dates: November, 2002
Maximum number work days 18
Minimum number of work days 14

0007 OPTION YEAR PARK ATTENDANT SCHEDULE "B"

Cochrane Campground, Gainesville Lake
Contract dates: Feb. 24, 2003 - October 31, 2003.
Total number of working days: 125 (includes 5 training days, 24-28 Feb.)

0008 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) PARK ATTENDANT SCHEDULE "B"

Cochrane Campground, Gainesville Lake
Contract dates: November, 2003
Maximum number work days 18
Minimum number of work days 14

NOTE: A separate bid must be submitted for each contract for both a base year plus an option year you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation (Attendant "B" bids on items five through eight. They bid on line items 0005 and 0007 for the base year and the option year. Line items 0006 and 0008 are for the option months). Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

Option to Extend Services

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by notice to the Contractor within 15 to 45 days prior to the option period.

Both Contractor and the Corps of Engineers must agree to extend the option month(s). It remains the sole responsibility of the Government to exercise the option year.

II. PARK DESCRIPTION: The Cochrane Campground and Ramp is located within the Cochrane Recreation Area at Gainesville Lake in West Central Alabama on the Tennessee-Tombigbee Waterway, approximately 10 miles south of Aliceville, Alabama in Pickens County just off Alabama State Highway 17 (see attached map). The campground is 20 miles round trip from banking facilities in Aliceville, Alabama.

Cochrane Recreation Area contains a total of 60 Class-A campsites with water and electrical hook-ups. Restrooms, showers, and laundry facilities are provided; the boat ramp and one of the pavilions are located approximately one mile from the camping area. Mileage of a round trip tour through Cochrane park is less than 2 miles.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. One (1) Attendant must be in the gatehouse during patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day. A minimum of one (1) Attendant will be "on duty" from 8:00 A.M. to 10:00 P.M., Monday thru Thursday, and 7:00 A.M. to 10:00 P.M. on Friday, holidays and weekends. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours depending upon visitation and use, as deemed by the Resource Manager or his/her representatives. **The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes all associated gates within the day-use area of the recreation area.**

A. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

B. Work schedule for these contracts shall be as follows:

1. **I BASE YEAR TRAINING DAYS:** (February 20-22, 25&26 2002)
II OPTION YEAR TRAINING DAYS (February. 24-28, 2003)
Training will be paid as part of the contract.

2. WORK DAYS (Contractor B)-(starting 3 March, 2002 and 5 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

3. OFF DAYS - (Contractor A)-(starting ,3 March 2002 & 5 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

4. WORK DAYS- (Contractor A)-(starting 27 Feb 2002 & 1 Mar 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

5. OFF DAYS- (Contractor B)-(starting 27 Feb 2002 & 1 Mar 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park

unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

6. Option month- Schedule will be announced when option is exercised.

C. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All successful bidders will be required to attend a pre-work conference beginning at 9 a.m. and lasting until 4 p.m. on 20 February 2002 and 24 February 2003 at the Tennessee-Tombigbee Waterway Management Center/Columbus area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook. Contractors will receive payment for attending the pre-work conference as part of the contract.

B. All Park Attendants will be required to attend training sessions on 20-22; 25&26 February 2002 and 24-28 February 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, NRRS computer program, etc.) Notification of orientation/training sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training.

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, 16 February 2002 and 17 February 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: See general specifications.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M. and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour workday.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a

need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

**DEWAYNE HAYES CAMPGROUND AND RECREATION AREA
ATTENDANTS A & B
TENNESSEE-TOMBIGBEE WATERWAY**

I. NUMBER OF CONTRACT POSITIONS: Two (2) separate Park Attendant contracts at DeWayne Hayes Campground and Recreation Area; Park Attendant "A" and "B", and includes line items for option periods as well.

It is solely the Government's discretion to retain the contractor for the option year.

***NOTE: QUOTATION MUST INCLUDE SEPARATE PRICE BIDS ON BOTH THE BASE YEAR AND THE CORRESPONDING OPTION YEAR FOR THE SCHEDULE ON WHICH YOU ARE BIDDING, OR YOUR QUOTE WILL NOT BE CONSIDERED.**

RFQ LINE ITEM REFERENCE #

0009 BASE YEAR SCHEDULE "A"

DeWayne Hayes Campground, Columbus Lake

Contract dates: Feb. 20, 2002 - October 28, 2002.

Total number of working days: 129 (includes 5 training days, 20-22, 25 & 26)

Two non-paid days off on Feb. 23 & 24 are included in this time frame.

Last year's daily bid price: \$70

Bid price three years ago: \$73

0010 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) SCHEDULE "A"

DeWayne Hayes Campground, Columbus Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 16

0011 OPTION YEAR SCHEDULE "A"

DeWayne Hayes Campground Columbus Lake

Contract dates: Feb. 24, 2003 - October 30, 2003.

Total number of working days: 129 (includes 5 training days, 24-28 Feb.)

0012 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) SCHEDULE "A"

DeWayne Hayes Campground, Columbus Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 15

0013 BASE YEAR PARK ATTENDANT SCHEDULE "B"

DeWayne Hayes Campground, Columbus Lake

Contract dates: Feb. 20, 2002 - October 31, 2002.

Total number of working days: 128 (includes 5 training days, 20-22, 25 & 26)

Two non-paid days off on Feb. 23 & 24 are included in this time frame.

Last year's daily bid price: \$76

Bid price three years ago: \$70

0014 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) SCHEDULE "B"

DeWayne Hayes Campground, Columbus Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 14

0015 OPTION YEAR PARK ATTENDANT SCHEDULE "B"

DeWayne Hayes Campground, Columbus Lake

Contract dates: Feb. . 24, 2003 - October 31, 2003

Total number of working days: 126 (includes 5 training days, 24-28 Feb.)

0016 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) PARK ATTENDANT SCHEDULE "B"

DeWayne Hayes Campground, Columbus Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 15

NOTE: A separate bid must be submitted for each contract for both a base year plus an option year you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation (Attendant "A" bids on items 9, 10,11, &12. Attendant "B" bids on items 13,14,15, & 16. Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

Option to Extend Services

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months.

The Contracting Officer may exercise the option by notice to the Contractor within 15 to 45 days prior to the option period. Both Contractor and the Corps of Engineers must agree to extend the option month(s).

It remains the sole responsibility of the Government to exercise the *option year*.

II. PARK DESCRIPTION: DeWayne Hayes Recreation Area, formerly known as Stinson Creek Recreation Area, is located on the East Bank of Columbus Lake on the Tennessee-Tombigbee Waterway, just north of Columbus, Mississippi. Take Hwy. 45 North 4 miles to junction with Hwy. 50 and Hwy. 373 (turn left) follow Hwy. 373 North, 1.5 miles to Stinson Creek Road. Turn left on Stinson Creek Road and drive 2 miles to Barton's Ferry Road. Turn left, the entrance to the park is .5 mile off Barton's Ferry Road. Road trip tour mileage of the campground and rec. area is less than 2 miles.

The DeWayne Hayes Campground contains 100 Class A campsites with water/electrical hook-ups (twenty-five of these sites have sewage hook-ups) and ten primitive campsites. Three restroom with showers, one picnic pavilion, two multi-use courts, and three play areas are scattered throughout the campground. Laundry facilities are provided in the shower buildings. One fish cleaning station and two fishing piers are available for camper use. A one-lane boat ramp with 12 car/trailer spaces is located within the campground for camper use only. Another two lane boat ramp and two additional picnic pavilions are located inside the day use area and are open to the public. The campground is about 15 miles round trip from banking facilities in Columbus.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. One (1) Attendant must be in the gatehouse during patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day. A minimum of one (1) Attendant will be "on duty" from 8:00 A.M. to 10:00 P.M., Monday thru Thursday, and 7:00 A.M. to 10:00 P.M. on Friday, holidays and weekends. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours depending upon visitation and use, as deemed by the Resource Manager or his/her representatives. **The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes all associated gates within the day-use area of the recreation area.**

A. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

B. Work schedule for these contracts shall be as follows:

1. I BASE YEAR TRAINING DAYS: (February 20-22; 25,26 2002)

II OPTION YEAR TRAINING DAYS: (February 24-28, 2003)

Training will be paid as part of the contract.

2. WORK DAYS (Contractor A)-(starting 27 Feb, 2002 and 1 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

3. OFF DAYS - (Contractor A)-(starting 3, March 2002 & 5 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

4. WORK DAYS- Contractor B)-(starting 3 March 2002 & 5 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

5. OFF DAYS- (Contractor B)-(starting 27 Feb 2002 & 1 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

6. Option month- Schedule will be announced when option is exercised

The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

C. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendant(s) are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All Successful bidders will be required to attend a pre-work conference beginning at 9:00 A.M. and lasting until 4:00 P.M. on the 20 February 2002 and 24 February, 2003 at the Tennessee-Tombigbee Waterway Management Center/Columbus Area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook.

B. All Park Attendants will be required to attend training sessions on 20-22, 25 & 26, February 2002 and 24-28 February 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, NRRS computer program, etc.) Notification of orientation/training

sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training. If the contracting officer's representative deems necessary, additional training beyond five days may be available, however anything over five days will not be paid

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, starting 16 February 2002 and 17 February 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize and re-familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants may collect various fees including day use fees, golden age/access fees, camping fees and special use fees. Collection of fees and processing of fees shall be in accordance with the National Recreation Reservation System (NRRS). Attendant will be responsible for converting cash into a cashier's check or money order to deposit into the NRRS system. Approximately a 15 mile round trip is required from the campground to access a post office or banking facility.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M. and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

**PICKENSVILLE CAMPGROUND AND RECREATION AREA
ATTENDANTS A & B
TENNESSEE-TOMBIGBEE WATERWAY**

I. NUMBER OF CONTRACT POSITIONS: Two (2) separate Park Attendant contracts at Pickensville Campground and Recreation Area; Park Attendant "A" and "B", and includes line items for option periods as well. It is solely the Government's discretion to retain the contractor for the option year.

***NOTE: QUOTATION MUST INCLUDE SEPARATE PRICE BIDS ON BOTH THE BASE YEAR AND THE CORRESPONDING OPTION YEAR FOR THE SCHEDULE ON WHICH YOU ARE BIDDING, OR YOUR QUOTE WILL NOT BE CONSIDERED.**

RFQ LINE ITEM REFERENCE #

0017 BASE YEAR SCHEDULE "A"

Pickensville Campground, Aliceville Lake

Contract dates: Feb. 20, 2002 - October 28, 2002.

Total number of working days: 129 (includes 5 training days, 20-22, 25 & 26)

Two non-paid days off on Feb. 23 & 24 are included in this time frame.

Last year's daily bid price: \$70

Bid price three years ago: \$73

0018 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) SCHEDULE "A"

Pickensville Campground, Aliceville Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 16

0019 OPTION YEAR SCHEDULE "A"

Pickensville Campground, Aliceville Lake

Contract dates: Feb. 24, 2003 - October 30, 2003.

Total number of working days: 129 (includes 5 training days, 24-28 Feb.)

0020 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) SCHEDULE "A"

Pickensville Campground, Aliceville Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 15

0021 BASE YEAR PARK ATTENDANT SCHEDULE "B"

Pickensville Campground, Aliceville Lake

Contract dates: Feb. 20, 2002 - October 31, 2002.

Total number of working days: 128 (includes 5 training days, 20-22, 25 & 26)

Two non-paid days off on Feb. 23 & 24 are included in this time frame.

Last year's daily bid price: \$76

Bid price three years ago: \$70

0022 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) SCHEDULE "B"

Pickensville Campground, Aliceville Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 14

0023 OPTION YEAR PARK ATTENDANT SCHEDULE "B"

Pickensville Campground, Aliceville Lake

Contract dates: Feb. . 24, 2003 - October 31, 2003

Total number of working days: 126 (includes 5 training days, 24-28 Feb.)

0024 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) PARK ATTENDANT SCHEDULE "B"

Pickensville Campground, Aliceville Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 15

NOTE: A separate bid must be submitted for each contract for both a base year plus an option year you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation (Attendant "A" bids on items 17, 18,19, & 20. Attendant "B" bids on items 21,22,23, & 24. Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

Option to Extend Services

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months.

The Contracting Officer may exercise the option by notice to the Contractor within 15 to 45 days prior to the option period. Both Contractor and the Corps of Engineers must agree to extend the option month(s).

It remains the sole responsibility of the Government to exercise the *option year*.

II. PARK DESCRIPTION: The Pickensville Campground is located in West Central Alabama on the Tennessee-Tombigbee Waterway, approximately 2.5 miles east of Pickensville, Alabama and .5 miles east of the Mississippi and Alabama State Line in Pickens County just off of Alabama State Highway 86. The campground is about 25 miles round trip from banking facilities in Aliceville, Alabama.

The Pickensville Campground contains a total of 176 Class A campsites with water and electrical hookups. Thirty-three of these sites have sewage hookups. Facilities include: Fish cleaning stations, boatramp, two pavilions, restrooms, showers, multi-use courts, playgrounds, and laundry facilities. Five picnic pavilions, one sanitary dump station and three boat launching ramps (double lane) are also provided; a boat ramp and two pavilions are located approximately one mile from the camping area. Another boat launch ramp and two picnic pavilions are located across the waterway in the Pickensville Day Use Area. Round trip mileage of a drive through the park is less than 3 miles.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. One (1) Attendant must be in the gatehouse during patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day. A minimum of one (1) Attendant will be "on duty" from 8:00 A.M. to 10:00 P.M., Monday thru Thursday, and 7:00 A.M. to 10:00 P.M. on Friday, holidays and weekends. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours depending upon visitation and use, as deemed by the Resource Manager or his/her representatives. **The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes all associated gates within the day-use area of the recreation area.**

A. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The

Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

B. Work schedule for these contracts shall be as follows:

1. **I BASE YEAR TRAINING DAYS:** (February 20-22; 25,26 2002)
II OPTION YEAR TRAINING DAYS: (February 24-28, 2003)
Training will be paid as part of the contract.
2. **WORK DAYS** (Contractor A)-(starting 27 Feb, 2002 and 1 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6: 00 A.M.
3. **OFF DAYS** - (Contractor A)-(starting 3, March 2002 & 5 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.
4. **WORK DAYS-** Contractor B)-(starting 3 March 2002 & 5 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.
5. **OFF DAYS-** (Contractor B)-(starting 27 Feb 2002 & 1 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.
6. **Option month-** Schedule will be announced when option is exercised.

The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

C. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendant(s) are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All Successful bidders will be required to attend a pre-work conference beginning at 9:00 A.M. and lasting until 4:00 P.M. on the 20 February 2002 and 24 February, 2003 at the Tennessee-Tombigbee Waterway Management Center/Columbus Area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook.

B. All Park Attendants will be required to attend training sessions on 20-22, 25 &26, February 2002 and 24-28 February 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, NRRS computer program, etc.) Notification of orientation/training sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and

procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training. If the contracting officer's representative deems necessary, additional training beyond five days may be available, however anything over five days will not be paid

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, starting 15 February 2002 and 17 February 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize and re-familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants may collect various fees including day use fees, golden age/access fees, camping fees and special use fees. Collection of fees and processing of fees shall be in accordance with the National Recreation Reservation System (NRRS). Attendant will be responsible for converting cash into a cashier's check or money order to deposit into the NRRS system. Approximately a 15 mile round trip is required from the campground to access a post office or banking facility.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day. At least one each between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M. and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

**TOWN CREEK CAMPGROUND AND RECREATION AREA
ATTENDANTS A & B
TENNESSEE-TOMBIGBEE WATERWAY**

I. NUMBER OF CONTRACT POSITIONS: Two (2) separate Park Attendant contracts at Town Creek Campground and Recreation Area; Park Attendant "A" and "B", and includes line items for option periods as well. It is solely the Government's discretion to retain the contractor for the option year.

***NOTE: QUOTATION MUST INCLUDE SEPARATE PRICE BIDS ON BOTH THE BASE YEAR AND THE CORRESPONDING OPTION YEAR FOR THE SCHEDULE ON WHICH YOU ARE BIDDING, OR YOUR QUOTE WILL NOT BE CONSIDERED.**

RFQ LINE ITEM REFERENCE #

0025 BASE YEAR PARK ATTENDANT SCHEDULE "A"

Town Creek Campground, Columbus Lake

Contract dates: Feb. 20, 2002 - October 28, 2002.

Total number of working days: 129 (includes 5 training days, 20-22, 25 & 26)

Two non-paid days off on Feb. 23 & 24 are included in this time frame.

Last year's daily bid price: \$75

Bid price three years ago: \$73

**0026 BASE YEAR, OPTION MONTH (NOVEMBER, 2002)
SCHEDULE "A"**

Town Creek Campground, Columbus Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 16

0027 OPTION YEAR PARK ATTENDANT SCHEDULE "A"

Town Creek Campground, Columbus Lake

Contract dates: Feb. 24, 2003 - October 30, 2003.

Total number of working days: 129 (includes 5 Training days: 24-28 Feb.)

0028 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) SCHEDULE "A"

Town Creek Campground, Columbus Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 15

0029 BASE YEAR PARK ATTENDANT SCHEDULE "B"

Town Creek Campground, Columbus Lake

Contract dates: Feb. 22, 2002 - October 31, 2002.

Total number of working days: 128 (includes 5 training days, 20-22, 25 & 26)

Two non-paid days off on Feb. 23 & 24 are included in this time frame.

Last year's daily bid price: \$75

Bid price three years ago: \$73

0030 BASE YEAR, OPTION MONTH (NOVEMBER, 2002) SCHEDULE "B"

Town Creek Campground, Columbus Lake

Contract dates: November, 2002

Maximum number work days 18

Minimum number of work days 14

0031 OPTION YEAR PARK ATTENDANT SCHEDULE "B"

Town Creek Campground, Columbus Lake

Contract dates: Feb. . 24, 2003 - October 31, 2003

Total number of working days: 126 (includes 5 Training days: 24-28 Feb.)

0032 OPTION YEAR, OPTION MONTH (NOVEMBER, 2003) SCHEDULE "B"

Town Creek Campground, Columbus Lake

Contract dates: November, 2003

Maximum number work days 18

Minimum number of work days 15

NOTE: A separate bid must be submitted for each contract for both a base year plus an option year (Attendant "A" bids on line items 25,26,27 & 28, Attendant "B" bids on line items 29,30,31 & 32) you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation. Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

Option to Extend Services

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by notice to the Contractor within 15 to 45 days prior to the option period. Both Contractor and the Corps of Engineers must agree to extend the option month(s).

It remains the sole responsibility of the Government to exercise the *option year*.

II. PARK DESCRIPTION: The Town Creek Campground is located on the west bank of Columbus Lake on the Tennessee-Tombigbee Waterway. Access to the campground is from Highway 50 W. between Columbus, Mississippi and West Point, Mississippi. The Campground is less than 20 miles round trip from a banking facility in Columbus.

Town Creek Campground contains one hundred campsites with water/electrical hook-ups. Each site has a gray stone impact area with a picnic table, fire ring, lantern hanger, and stand-up grill. Asphalt roads are provide throughout the campground and each pad has a concrete spur or turnout for parking and recreational vehicles. There are also three playgrounds, two multi-use courts, one sanitary wastewater dump station, ten primitive camping sites, one boat ramp with courtesy boat dock, one fish cleaning station, one beach with outdoor shower and sun deck. Laundry facilities are provided in the shower buildings. A drive through of the entire park is approximately 3 miles.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. A minimum of one (1) Attendant will be "on duty" from 8:00 A.M. to 10:00 P.M., Monday thru Thursday, and 8:00 A.M. to 10:00 P.M. on Friday, holidays and weekends. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours depending upon visitation and use, as deemed by the Resource Manager or his/her representatives. **The Attendant will be required to open the park gates**

at 6:00 A.M. and close park gates at 10:00 P.M., this includes all associated gates within the day-use area of the recreation area.

A. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

B. Work schedule for these contracts shall be as follows:

- 1. I BASE YEAR TRAINING DAYS:** (February 20-22; 25,26 2002)
II OPTION YEAR TRAINING DAYS: (February 24-28, 2003)
Training will be paid as part of the contract.

2. WORK DAYS (Contractor A)-(starting 27 Feb, 2002 and 1 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

3. OFF DAYS - (Contractor A)-(starting 3, March 2002 & 5 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

4. WORK DAYS- Contractor B)-(starting 3 March 2002 & 5 March, 2003): Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

5. OFF DAYS- (Contractor B)-(starting 27 Feb 2002 & 1 March, 2003): Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

6. Option month- Schedule will be announced when option is exercised.

The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

C. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendant(s) are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All Successful bidders will be required to attend a pre-work conference beginning at 9:00 A.M. and lasting until 4:00 P.M. on 20 February 2002 and 24 February, 2003 at the Tennessee-Tombigbee Waterway Management Center/Columbus Area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook.

B. All Park Attendants will be required to attend training sessions on 20-22, 25 & 26, February 2002 and 24-28 February 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, NRRS computer program, etc.) Notification of orientation/training sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training. If the contracting officer's representative deems necessary, additional training beyond five days may be available, however anything over five days will not be paid

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, starting 16 February 2002 and 17 February 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize and re-familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park Attendants may collect various fees including day use fees, golden age/access fees, camping fees and special use fees. Collection of fees and processing of fees shall be in accordance with the National Recreation Reservation System (NRRS). Attendant will be responsible for converting cash into a cashier's check or money order to deposit into the NRRS system. Approximately a 20 mile round trip is required from the campground to access a post office or banking facility.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M. and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

**DeWAYNE HAYES DAY USE RECREATION AREA
ATTENDANTS A & B
TENNESSEE-TOMBIGBEE WATERWAY**

I. GENERAL: This Specific Recreation Area Job Description Sheet is for two (2) Park Attendant contracts at DeWayne Hayes Day Use Recreation Area.

***NOTE: QUOTATION MUST INCLUDE SEPARATE PRICE BIDS ON BOTH THE BASE YEAR AND THE CORRESPONDING OPTION YEAR FOR THE SCHEDULE ON WHICH YOU ARE BIDDING, OR YOUR QUOTE WILL NOT BE CONSIDERED.**

0033 PARK ATTENDANT SCHEDULE "A" BASE YEAR

D. Hayes Day Use, Columbus Lake

Contract dates: March 12, 2002-September 10, 2002

Total number of working days: 95 (includes 3 training days)

Last daily bid price: \$65

0034 PARK ATTENDANT SCHEDULE "A" OPTION YEAR

D. Hayes Day Use, Columbus Lake

Contract dates: March 12, 2003-September 10, 2003

Total number of working days: 95 (includes 3 training days)

Last daily bid price: NA

0035 PARK ATTENDANT SCHEDULE "B" BASE YEAR

D. Hayes Day Use, Columbus Lake

Contract dates: March 12, 2002-September 14, 2002

Total number of working days: 95 (includes 3 training days)

Last daily bid price: \$65

0036 PARK ATTENDANT SCHEDULE "B" OPTION YEAR

D. Hayes Day Use, Columbus Lake

Contract dates: March 12, 2003-September 14, 2003

Total number of working days: 95 (includes 3 training days)

Last daily bid price: NA

NOTE: A separate bid must be submitted for each contract for both a base year plus an option year (Attendant "A" bids on line items 0033 and 0034; Attendant "B" bids on line items 0035 and 0036) you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation. Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

II. PARK DESCRIPTION: The DeWayne Hayes Recreation Area, formerly known as Stinson Creek Recreation Area, is located just outside the city limits of Columbus, Mississippi. It is located on the east side of Columbus Lake along the Tennessee-Tombigbee Waterway. Take Highway 45 N. four miles to junction with Highway 50 W and Highway 373 N. (turn left). Follow Highway 373 N 1.5 miles to Stinson Creek Road. Turn left on Stinson Creek Road and drive 2 miles to Barton's Ferry Road. Turn left, the entrance is 1/2 mile off of Barton's Ferry Road (see attached map). The park is about 20 miles round trip from banking facilities in Columbus, Mississippi.

DeWayne Hayes Day Use Area contains 2 picnic pavilions, 47 picnic sites, 2 restrooms, 1 multi-use court, 2 playground areas, a hiking trail, 1 fishing pier, 1 fish cleaning station, a swim beach, and a 2 lane boat ramp with 56 parking spaces. The round trip mileage of a tour through the park is about 1 mile.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. The Attendant will be "on duty" sixteen (16) hours from 6:00 A.M. to 10:00 P.M. "On duty" times listed are defined as time when at least one Attendant will keep surveillance of the park, and operate the park gatehouse. **The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M.**

A. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours per day from 6:00 A.M. to 10:00 P.M. and be available in the area of the Attendant's trailer site or gatehouse from 10:00 P.M. to 6:00 A.M. to assist campers in an emergency need. Through the winter months, the contractor may be required to operate the gatehouse less than sixteen (16) hours depending on visitation and use, if prior approval has been given by the Resource Manager or his/her representative.

B. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

C. Work schedule for this contract shall be as follows:

1. TRAINING DAYS A & B CONTRACTS: (March 12-14, 2002& March 12-14, 2003)
Training will be paid as part of this contract.

2. WORK DAYS: (starting *Base Period* March 15,2002 contract A; March 19, 2002 contract B; starting *Option Period* March 15, 2003 contract A, March 19, 2003 contract B) Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6: 00 A.M.

3. OFF DAYS: (starting *Base Period* March 19, 2002 contract A; March 15, 2002 contract B; *Option Period* March 19, 2003 contract A, March 15, 2003 contract B) Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

D. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All Successful bidders will be required to attend a pre-work conference beginning at 9:00 A.M. and lasting until 4:00 P.M. on March 12, 2002 and March 12, 2003 at the Tennessee-Tombigbee Waterway Management Center/Columbus Area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook. Contractors will receive payment for attending the pre-work conference as part of the contract.

B. All Park Attendants will be required to attend training sessions on March 12-14, 2002 and March 12-14, 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, AUPS computer program, etc.) Notification of orientation/training sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training.

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, during the week of March 10, 2002 and March 10, 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: See general specifications.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M. and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour work day.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The contractor is required to furnish to the Contracting Officer proof of such a bond in the amount of \$1,000.00.

**COLUMBUS EAST BANK RECREATION AREA
ATTENDANT B
TENNESSEE-TOMBIGBEE WATERWAY**

I. GENERAL: One (1) Park Attendant contract at Columbus East Bank Recreation Area.

***NOTE: QUOTATION MUST INCLUDE SEPARATE PRICE BIDS ON BOTH THE BASE YEAR AND THE CORRESPONDING OPTION YEAR FOR THE SCHEDULE ON WHICH YOU ARE BIDDING, OR YOUR QUOTE WILL NOT BE CONSIDERED.**

RFQ LINE ITEM REFERENCE #

0037 PARK ATTENDANT SCHEDULE "B" BASE YEAR

Columbus East Bank Day Use, Columbus Lake
Contract dates: March 12, 2002-September 14, 2002
Total number of working days: 95 (includes 3 training days)
Last daily bid price: 70

0038 PARK ATTENDANT SCHEDULE "B" OPTION YEAR

Columbus East Bank Day Use, Columbus Lake
Contract dates: March 12, 2003-September 14, 2003
Total number of working days: 95 (includes 3 training days)
Last daily bid price: NA

NOTE: A separate bid must be submitted for this contract for both a base year plus an option year (Attendant "B" bids on line items 0037 and 0038) you are interested in, by entering a bid on the corresponding line item numbers on this project's enclosed Request For Quotation. Job duties and responsibilities and other terms and conditions listed in this specific park description sheet are the same for each contract except for the work schedule.

II. PARK DESCRIPTION: The Columbus East Bank Recreation Area is located off Wilkins-Wise Road in Columbus, Mississippi. It is located on the east side of Columbus Lake along the Tennessee-Tombigbee Waterway (see attached map). The park is about 5 miles round trip from banking facilities in Columbus, Mississippi.

Columbus East Bank Recreation Area contains 3 picnic pavilions, 10 mini-shelters, 1 amphitheater, 3 restrooms, 2 multi-use courts, 2 playground areas, and exercise/fitness trail, a hiking trail, 3 fishing piers, 1 fish cleaning station, and a six lane boat launching ramp. The boat ramp, 1 restroom, and 1 pavilion are located approximately 1 mile east of the park entrance station. Round trip mileage of a tour through the park is about 2 miles.

III. HOURS OF WORK: During the duration of this contract, the contractor will maintain a 24-hour surveillance of the recreation area by working and residing in the park for a 4 day on/4 day off work week. The Attendant will be "on duty" sixteen (16) hours from 6:00 A.M. to 10:00 P.M. "On duty" times listed are defined as time when at least one Attendant will keep surveillance of the park, and operate the park gatehouse. **The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M.**

A. A minimum of one (1) Attendant will be required to be on duty in the gatehouse a maximum of sixteen (16) hours per day from 6:00 A.M. to 10:00 P.M. and be available in the area of the Attendant's trailer site or gatehouse from 10:00 P.M. to 6:00 A.M. to assist campers in an emergency need. Through the winter months, the contractor may be required to operate the gatehouse less than sixteen (16) hours depending on visitation and use, if prior approval has been given by the Resource Manager or his/her representative.

B. If conditions warrant, the Resource Manager or his/her representative has the authority to change days off or times worked if deemed necessary. However, the total number of days per week worked and the number of "on duty" hours per day worked may not be changed except by the Contracting Officer. The Resource Manager or his/her representative will give the attendant at least 24-hours notice of schedule changes initiated by his/her office; the Contracting Officer must amend the contract for permanent schedule changes.

C. Work schedule for this contract shall be as follows:

1. TRAINING DAYS A& B CONTRACTS: (March 12-14, 2002 & March 12-14, 2003)
Training will be paid as part of this contract.

2. WORK DAYS: (starting *Base Period* contract B; starting 19 March 2002; *Option Period*, March 19, 2003 contract B) Four days on/four days off. "On duty" hours are from 6:00 A.M. - 10:00 P.M. A minimum of one (1) Park Attendant must be available at the trailer site from 10:00 P.M. - 6:00 A.M.

3. OFF DAYS: (starting *Base Period*, contract B, March 15, 2002; *Option Period* March 15, 2003) Off hours begin at 6:00 A.M. the following morning after four consecutive work days and duty begins at 6:00 A.M. after four consecutive off days.

The contractor will be allowed to utilize 1 class-A campsite during OFF PERIOD, free of charge, during the contract period.) During "off days" neither attendant will be required to remain in the park unless they wish. During this period, the Park Attendants are not expected to provide any service except to respond to an emergency call from any source should the Attendants be on the premises.

D. Park Attendants will not be required as part of this contract to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty.

IV. TRAINING AND PRE-WORK ORIENTATION:

A. All Successful bidders will be required to attend a pre-work conference beginning at 9:00 A.M. and lasting until 4:00 P.M. on the March 12, 2002 and March 12, 2003 (option yr.) at the Tennessee-Tombigbee Waterway Management Center/Columbus Area Office in Columbus, Mississippi. Lunch is not provided. This meeting will be held to discuss the rules, user fee collections, contractor responsibilities, and policies outlined in the contract specifications and in the Park Attendant Handbook. Contractors will receive payment for attending the pre-work conference as part of the contract.

B. All Park Attendants will be required to attend training sessions on March 12-14, 2002 and March 12-14, 2003 at the Columbus Area Office and/or on site in the campground. During these sessions, policies and contractor responsibilities will be discussed. The contractor will also be instructed in User Fee collections (User Fee Permits, AUPS computer program, etc.) Notification of orientation/training sessions will be furnished at the pre-work conference. Attendance of training is mandatory, however, if the contracting officer's representative deems the contractor to be understanding of all Corps policies and procedures relating to park attendant collection of user fees, the contractor may have the option to not attend all of the training session. If the contractor chooses this option, they will not be compensated for the time they did not attend training.

C. A campsite will be made available free of charge for the contractor's use to arrive early, if so desired, during the week of March 10, 2002 and March 10, 2003. At time of acceptance of bids, successful contractors must communicate with the Columbus Area Office and give arrival date to the Contracting Officer's Representative. It is recommended that the contractor use this time to familiarize themselves with the recreation areas and local communities.

V. AREA SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: See general specifications.

B. PARK INSPECTIONS: A minimum of four (4) patrols in the recreation area will be conducted each working day between the hours of 8:00 A.M.-9:00 A.M.; 1:00 P.M.-2:00 P.M.; 5:00 P.M.-6:00 P.M. and 9:00 P.M.- 10:00 P.M. A minimum of one (1) of these inspections will include the inspection of all campground facilities and the surrounding area for potential safety hazards. All findings will be promptly reported to ranger/technician personnel. One (1) Attendant must be in the gatehouse during these patrols and inspections. Attendants will work all holidays that occur on regular working days. Both Attendants must be on premises during the (16) hour workday.

C. CLOSING/OPENING GATES AND FACILITIES: The Attendant will be required to open the park gates at 6:00 A.M. and close park gates at 10:00 P.M., this includes any associated gates within the day use area of the recreation area. Park Attendants will not be required to open and close gates on their off days. Volunteer Park Hosts may be utilized to perform this duty. In the event that Volunteer Park Hosts are not available to perform this duty, the park gates may be left open on the nights that the Park Attendants are off duty. NOTE: Without exception, contractor will immediately open park entrance gates for those claiming a need to leave for emergency reasons, and/or for those users who demand to be let out of the park. Contractor will allow emergency vehicles to access the park and customers.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: The contractor is required to furnish to the Contracting Officer proof of such a bond in the amount of \$1,000.00.

Jenn-Jon Waterway Summer 2002-2003

Day use attendants

2002 Base year

2003 option year

End of season days

End of season days

□ = Both A+B

○ = A

(A) = 92 + 3 training = 95

(A) = 92 + 3 train = 95

Blank = B

B = 92 + 3 training = 95

B = 92 + 3 train = 95

Training 12-14 March

Training 12-14 March

2002

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January	February	March A-12 B-11	April A-15 B-15
1 2 3 4 5	1 2	31 1 2	1 2 3 4 5 6
6 7 8 9 10 11 12	3 4 5 6 7 8 9	3 4 5 6 7 8 9	7 8 9 10 11 12 13
13 14 15 16 17 18 19	10 11 12 13 14 15 16	10 11 12 13 14 15 16	14 15 16 17 18 19 20
20 21 22 23 24 25 26	17 18 19 20 21 22 23	17 18 19 20 21 22 23	21 22 23 24 25 26 27
27 28 29 30 31	24 25 26 27 28	24 25 26 27 28 29 30	28 29 30
May A-16 B-15	June A-16 B-14	July A-15 B-16	August A-15 B-16
1 2 3 4	30 1	1 2 3 4 5 6	1 2 3
5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10
12 13 14 15 16 17 18	9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17
19 20 21 22 23 24 25	16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
26 27 28 29 30 31	23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31
September A-6 B-8	October	November	December
1 2 3 4 5 6 7	1 2 3 4 5	1 2	1 2 3 4 5 6 7
8 9 10 11 12 13 14	6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14
15 16 17 18 19 20 21	13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21
22 23 24 25 26 27 28	20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28
29 30	27 28 29 30 31	24 25 26 27 28 29 30	29 30 31

DAY 2003 USE

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January	February	March A-12 B-11	April A-15 B-15
1 2 3 4	1	30 31 1	1 2 3 4 5
5 6 7 8 9 10 11	2 3 4 5 6 7 8	2 3 4 5 6 7 8	6 7 8 9 10 11 12
12 13 14 15 16 17 18	9 10 11 12 13 14 15	9 10 11 12 13 14 15	13 14 15 16 17 18 19
19 20 21 22 23 24 25	16 17 18 19 20 21 22	16 17 18 19 20 21 22	20 21 22 23 24 25 26
26 27 28 29 30 31	23 24 25 26 27 28	23 24 25 26 27 28 29	27 28 29 30
May A-16 B-15	June A-16 B-14	July A-15 B-16	August A-15 B-16
1 2 3	1 2 3 4 5 6 7	1 2 3 4 5	31 1 2
4 5 6 7 8 9 10	8 9 10 11 12 13 14	6 7 8 9 10 11 12	3 4 5 6 7 8 9
11 12 13 14 15 16 17	15 16 17 18 19 20 21	13 14 15 16 17 18 19	10 11 12 13 14 15 16
18 19 20 21 22 23 24	22 23 24 25 26 27 28	20 21 22 23 24 25 26	17 18 19 20 21 22 23
25 26 27 28 29 30 31	29 30	27 28 29 30 31	24 25 26 27 28 29 30
September A-6 B-8	October	November	December
1 2 3 4 5 6	1 2 3 4	30 1	1 2 3 4 5 6
7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13
14 15 16 17 18 19 20	12 13 14 15 16 17 18	9 10 11 12 13 14 15	14 15 16 17 18 19 20
21 22 23 24 25 26 27	19 20 21 22 23 24 25	16 17 18 19 20 21 22	21 22 23 24 25 26 27
28 29 30	26 27 28 29 30 31	23 24 25 26 27 28 29	28 29 30 31

2002

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February A 5 B 5 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March A 15 B 16 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	April A 15 B 15 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May A 16 B 15 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June A 16 B 14 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	July A 15 B 16 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August A 15 B 16 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
September A 14 B 16 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October A 14 B 15 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November TBA 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

2003

CAMP GROUNDS

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February A 5 B 5 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March A 16 B 15 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	April A 16 B 14 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
May A 16 B 15 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June A 14 B 16 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	July A 15 B 16 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August A 15 B 16 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
September A 16 B 14 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October A 16 B 14 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November TBA 1 30 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	December 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

CAMP GROUNDS ALICEVILLE-COLUMBUS LAKES (Tennessee-Tombigbee Waterway)
BLUE BLUFF, COCHRANE, TOWN CREEK, DEWAYNE HAYES, & PICKENSVILLE

Work days

2002 BASE YEAR

A= 124+5= 129 Days

B= 123+5= 128 Days

Training days 5 days each

Feb. 20-22, 25-26

2003 OPTION YEAR

A=124+5=129 Days

B=121+5=126 Days

Training days=5 for each

Feb. 24-28

(A) = circle ○

B = blank

A&B = square □

TBA=To be announced

**WALTER F. GEORGE LAKE
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Ten (10) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed **BID SCHEDULE**. Job duties and responsibilities and other terms and conditions listed in this **SPECIFIC RECREATION AREA JOB DESCRIPTION** are the same for each contract except as stated in the specific park sheets that follow.

II. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. CLEANING AND MAINTENANCE: See General Specifications.

B. PET POLICY: Pets are allowed per the General Specifications.

C. DRESS CODE OR UNIFORM POLICY: A Park Attendant vest will be furnished to each attendant. Vests must be worn while on duty. All proposed uniform clothing are subject to Corps approval. Short shorts, bathing suits and similar attire will not be allowed. Clothing will be maintained clean and presentable at all times.

III. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES: A. Name plates

IV. ADDITIONAL INFORMATION: All bidders should contact Ranger Joyce S. Sellers at 912/768-2516 at the Resource Site Manager’s Office, Walter F. George Lake, during the hours of 8:00 AM ET. and 4:30 PM CT. Monday through Friday, to arrange for a tour of the park and an explanation of the job duties and requirements. Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid, in order to become familiar with the size and scope of the area and required duties.

WHITE OAK CAMPGROUND ATTENDANTS A & B

WALTER F. GEORGE LAKE

I. RFQ LINE ITEM REFERENCE#

0001 PARK ATTENDANT SCHEDULE "A"

White Oak Campground

Contract dates: 26 Feb 2002 – 30 Sep 2002

Total number of working days: 111 (including 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 04 Mar – 30 Sep 2002

Last year's daily bid price: \$110.00

0002 PARK ATTENDANT SCHEDULE "B"

White Oak Campground

Contract dates: 26 Feb 2002 – 28 Sep 2002

Total number of working days: 108 (including 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 08 Mar – 28 Sep 2002

Last year's daily bid price: \$100.00

II. PARK DESCRIPTION: White Oak Campground has 130 sites with water and electrical hook-ups. The Campground is located approximately 10 miles south of Eufaula, Alabama off Highway 431. Round trip mileage through the Park is approximately 4 miles.

III. HOURS OF WORK: 7:00 AM - 10:00 PM CT. Four days on and Four days off gatehouse duty, campground gate must be closed at 10:00 PM.CT. A minimum of one (1) on-duty Attendant must be available at his/her trailer site from 10:00 PM CT to 7:00 AM CT for camper assistance or opening the gate for anybody wanting to leave the park.

IV. TRAINING AND ORIENTATION: February 26, 27, 28, and March 01 at the Resource Site Manager's Office from 9:00 AM Eastern Time Until 4:00 PM. Eastern Time. Lunch is not provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashier's check or money order, at their own expense. The approximate round-trip mileage from White Oak Creek to Eufaula is 20 miles.

B. PARK INSPECTIONS: A minimum of 5 patrols through the park must be made daily. One in the morning, three during the day approximately 2 or 3 hours a part, and one after locking the gate. One on-duty attendant must remain at the Gatehouse while the other patrols the campground. All campsites, bathhouses, and playgrounds must be checked for problems or violations during each patrol. Attendant may have to conduct a survey in the park.

C. CLOSING/OPENING GATES AND FACILITIES: The campground must be opened at 7:00 AM CT. and closed at 10:00 PM. CT. A minimum of one on-duty attendant must be available at his/her trailer site from 10:00 PM CT to 7:00 AM CT. for camper assistance or opening the gate for anybody wanting to leave the park. Attendants will be responsible for opening the gate at White Oak Picnic Area at 7:00 AM CT. and closing the area at 10:00 PM CT, this includes locking the restroom facilities in the area. White Oak Day Use is directly across from the campground. One on-duty attendant must be in the gatehouse while the other Attendant performs these duties.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A \$5,000.00 bond or alternative as outlined in the General Specifications, Sect. VIII. B.

COTTON HILL CAMPGROUND ATTENDANTS A & B

WALTER F. GEORGE LAKE

I. RFQ LINE ITEM REFERENCE#

0003 PARK ATTENDANT SCHEDULE "A"

Cotton Hill Campground

Contract dates: 26 Feb 2002 – 30 Sep 2002

Total number of working days: 111 (includes 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 04 Mar – 30 Sep 2002 Last year's daily bid price: \$90.00

0004 PARK ATTENDANT SCHEDULE "B"

Cotton Hill Campground

Contract dates: 26 Feb 2002 – 28 Sep 2002

Total number of working days: 108 (includes 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 08 Mar – 28 Sep 2002

Last year's daily bid price: \$75.00

II. PARK DESCRIPTION: Cotton Hill campground has 104 campsites with water and electrical hook-ups. The campground is located 7 miles North of Ft. Gaines, Georgia off Highway 39. Round trip mileage through the Park is approximately 3.5 miles.

III. HOURS OF WORK: 7:00 AM ET. - 10:00 PM ET. Four days on and Four days off gatehouse duty, campground gate must be closed at 10:00 PM. ET. A minimum of one on-duty attendant must be available at his/her trailer site from 10:00 PM ET. to 7:00 AM ET. for camper assistance or opening the gate for anybody wanting to leave the park.

IV. TRAINING AND ORIENTATION: February 26, 27, 28, and March 01 at the Resource Site Manager's Office from 9:00 AM Eastern Time until 4:00 PM. Eastern Time. Lunch is not provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashier's check or money order, at their own expense. The approximate round-trip mileage from Cotton Hill to Ft. Gaines is 12 miles.

B. PARK INSPECTIONS: A minimum of 5 patrols through the park must be made daily. One in the morning, three during the day approximately 2 or 3 hours apart and one after locking the gate. One on-duty attendant must remain at the Gatehouse while the other patrols the campground. All campsites, bathhouses and playgrounds must be checked for problems or violations during each patrol. Attendant may have to conduct a Survey in the park.

C. CLOSING/OPENING GATES AND FACILITIES: The campground must be opened at 7:00 AM ET. and closed at 10:00 PM ET. A minimum of one on-duty attendant must be available at his/her trailer site from 10:00 PM ET. to 7:00 AM ET. for camper assistance or opening the gate for anybody wanting to leave the park.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A **\$5,000.00** bond or alternative as outlined in the General Specifications, Sect. VIII. B.

HARDRIDGE CREEK CAMPGROUND ATTENDANTS A & B WALTER F. GEORGE LAKE

I. RFQ LINE ITEM REFERENCE#

0005 PARK ATTENDANT SCHEDULE "A"

Hardridge Creek Campground

Contract dates: 26 Feb 2002 – 30 Sep 2002

Total number of working days: 111 (includes 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 04 Mar – 30 Sep 2002

Last year's daily bid price: \$60.00

0006 PARK ATTENDANT SCHEDULE "B"

Hardridge Creek Campground

Contract dates: 26 Feb 2002 – 28 Sep 2002

Total number of working days: 108 (includes 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 08 Mar – 28 Sep 2002

Last year's daily bid price: \$63.00

II. PARK DESCRIPTION: Hardridge Creek Campground has 77 sites with water and electrical hook-ups. Of the 77 sites, 15 sites have sewage hook-ups. The campground is located 7 miles west of Ft. Gaines, Georgia off Alabama Highway 97. Round trip mileage through the park is approximately 3.5 miles.

III. HOURS OF WORK: 7:00 AM CT. - 10:00 PM CT. Four days on and four days off gatehouse duty, the campground gate must be closed at 10:00 PM CT. A minimum of one on-duty attendant must be available at his/her trailer site from 10:00 PM CT. to 7:00 AM CT. for camper assistance or opening the gate for anybody wanting to leave the park.

IV. TRAINING AND ORIENTATION: February 26, 27, 28, and Mar 01 at the Resource Site Manager's Office from 9:00 AM Eastern Time until 4:00 PM. Eastern Time. Lunch is not provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Hardridge Creek to Ft. Gaines is 14 miles.

B. PARK INSPECTIONS: A minimum of 5 patrols through the park must be made daily. One in the morning, three during the day approximately 2 or 3 hours apart and one after locking the gate. One on-duty attendant must remain at the Gatehouse while the other patrols the campground. All campsites, bathhouses and playgrounds must be checked for problems or violations during each patrol. Attendant may have to conduct a survey in the park.

C. CLOSING/OPENING GATES AND FACILITIES: The campground must be opened at 7:00 AM CT. and closed at 10:00 PM. CT. A minimum of one on-duty attendant must be available at his/her trailer site from 10:00 PM CT. to 7:00 AM CT. for camper assistance or opening the gate for anybody wanting to leave the park.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A \$5,000.00 bond or alternative as outlined in the General Specifications, Sect. VIII. B.

**BLUFF CREEK CAMPGROUND ATTENDANTS A & B
WALTER F. GEORGE LAKE**

I. RFQ LINE ITEM REFERENCE#

0007 PARK ATTENDANT SCHEDULE “A”

Bluff Creek Campground

Contract dates: 26 Feb 2002 – 30 Sep 2002

Total number of working days: 111 (includes 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 04 Mar – 30 Sep 2002

Last year's daily bid price: \$59.00

0008 PARK ATTENDANT SCHEDULE “B”

Bluff Creek Campground

Contract dates: 26 Feb 2002 – 28 Sep 2002

Total number of working days: 108 (includes 4 training days)

Training: 26 Feb – 01 Mar 2002 Work Period: 08 Mar – 28 Sep 2002

Last year's daily bid price: \$64.00

II. PARK DESCRIPTION: Bluff Creek Campground has 88 sites with water and electrical hook-ups. The campground is located approximately 25 miles South of Columbus Georgia off Highway 165. Round trip mileage through the Park is approximately 2 miles.

III. HOURS OF WORK: 7:00 AM ET. - 10:00 PM ET. Four days on and four days off gatehouse duty, the campground gate must be closed at 10:00 PM. ET. A minimum of one on-duty attendant must be available at his/her trailer site from 10:00 PM CT. to 7:00 AM CT. for camper assistance or opening the gate for anybody wanting to leave the park.

IV. TRAINING AND ORIENTATION: February 26, 27, 28, and March 01, at the Resource Site Manager's Office from 9:00 AM ET Until 4:00 PM. ET. Lunch is not provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a Cashiers check or money order, at their own expense. The approximate round-trip mileage from Bluff Creek to Cottonton Post Office is 12 miles. The Post Office will only issue money orders up to \$700.00 per order, a limit of three money orders per day.

B. PARK INSPECTIONS: A minimum of 5 patrols through the park must be made daily. One in the morning, three during the day approximately 2 or 3 hours a part and one after locking the gate. One on-duty attendant must remain at the Gatehouse while the other patrols the campground. All campsites, bathhouses and playgrounds must be checked for problems or violations during each patrol. Attendant may have to conduct a survey in the park.

C. CLOSING/OPENING GATES AND FACILITIES: The campground must be opened at 7:00 AM ET. and closed at 10:00 PM.ET. A minimum of one attendant must be available at his/her trailer site from 10:00 PM ET. to 7:00 AM ET. for camper assistance or opening the gate for anybody wanting to leave the park.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A \$5,000.00 BOND or alternative as outlined in the General Specifications, Sect. VIII. B.

HARDRIDGE CREEK DAY USE ATTENDANTS WALTER F. GEORGE LAKE

I. RFQ LINE ITEM REFERENCE#

0009 PARK ATTENDANT SCHEDULE

Hardridge Day Use Area

Contract dates: 27 Mar 2002 - 02 Sept. 2002

Total number of working days: 75 (includes 2 training days)

Training: 27 Mar – 28 Mar 2002 Work Period: 29 Mar – 02 Sep 2002

Last year's daily bid price: \$68.00

II. PARK DESCRIPTION: Hardridge Day Use has a boat ramp, bathhouse, picnic area, and shelter. Located 7 miles west of Ft. Gaines Georgia, off Alabama Highway 97. Round trip mileage through the day use is approximately one mile.

III. HOURS OF WORK: 7:00 AM CT. - 10:00 PM CT. FRIDAY, SATURDAY AND SUNDAY, A minimum of one attendant must be available at his/her trailer site from 10:00 PM CT. to 7:00 AM CT. for visitor assistance. Special Work days are Memorial Day, May 27, Independence Day, July 03, 04, and 05 and Labor Day, September 02.

IV. TRAINING AND ORIENTATION: March 27 and 28, 2002, at the Resource Site Manager,s Office from 9:00 AM Eastern Time to 4:00 PM Eastern Time. Lunch is not provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a cashiers check or money order. The cost of the cashiers check or money order will be the responsibility of the attendant. The approximate round trip mileage from Hardridge Day Use to Regions Bank or the Fort Gaines Post Office is 14 miles.

B. PARK INSPECTIONS: A minimum of 5 patrols through the park must be made daily. One in the morning, three during the day approximately 2 or 3 hours apart and one around 10:00 PM CT. One attendant must remain at the gatehouse while the other patrols the Day Use Area. Attendant may have to conduct a survey in the park.

C. CLOSING/OPENING GATES AND FACILITIES: The attendant will be present in the gatehouse at 7:00 AM CT. and stay until 10:00 PM CT. A minimum of one attendant must be available at his/her trailer site from 10:00 PM CT. to 7:00 AM CT. for visitor assistance.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A \$3,000.00 Bond as outlined in the General Specifications, Sect. VII, B.

HIGHLAND PARK DAY USE AREA ATTENDANT WALTER F. GEORGE LAKE

I. RFQ LINE ITEM REFERENCE#

0010 PARK ATTENDANT SCHEDULE

Highland Park Day Use

Contract dates: 27 Mar - 02 Sep 2002

Total number of working days: 75 (including 2 training days)

Training: 27 Mar – 28 Mar 2002

Work Period: 29 Mar – 02 Sep 2002

Last year's daily bid price: \$70.00

II. PARK DESCRIPTION: Highland Day use has a boat ramp, picnic area, shelter, and fishing pier. Located 5 miles west of Ft. Gaines Georgia, off Alabama Highway 97. Approximate round trip mileage through Highland Day Use is one mile.

III. HOURS OF WORK: 7:00 AM CT. - 10:00 PM CT. FRIDAY, SATURDAY AND SUNDAY: A minimum of one attendant must be available at his/her trailer site from 10:00 PM CT. to 7:00 AM CT. for user assistance. The picnic area gate must be closed at 10:00 PM. CT. and opened at 7:00 AM CT. Special Work days are Memorial Day, May 27, Independence Day, July 03, 04, and 05, and Labor Day, September 02.

IV. TRAINING AND ORIENTATION: Mar 27 and 28, 2002, at the Resource Site Manager,s Office from 9:00 AM Eastern Time until 4:00 PM. Eastern Time. Lunch is not provided.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: The attendant will be required to convert user fees to a cashiers check or money order, at their own expense. The approximate round-trip mileage from Highland Day Use to the Regions Bank or the Fort Gaines Post Office is 12 miles.

B. PARK INSPECTIONS: A minimum of 5 patrols through the park must be made daily. One in the morning, three during the day approximately 2 or 3 hours apart and one after closing the Picnic area. One attendant must remain at the gatehouse while the other patrols the Day Use area. Attendant may have to conduct a survey in the park.

C. CLOSING/OPENING GATES AND FACILITIES: The attendant will open the picnic area at 7:00 AM CT. and close the area at 10:00 PM CT. A minimum of one attendant must be available at his/her trailer site from 10:00 PM. CT. to 7:00 AM CT. for visitor assistance.

D. OTHER SPECIAL CONDITIONS/REQUIREMENTS: A \$3,000.00 Bond or alternative as outlined in the Mobile District General Specifications for Park Attendant Services, Section VII., Part B, titled "Bonds".

WALTER F. GEORGE LAKE CAMPGROUND PARK ATTENDANT SUMMER 2002

February						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

3 Training days

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 Training day
"A" 16 Workdays "B" 12 Workdays

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

"A" 14 Workdays "B" 16 Workdays

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

"A" 15 Workdays "B" 16 Workdays

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

"A" 16 Workdays "B" 14 Workdays

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

"A" 16 Workdays "B" 15 Workdays

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

"A" 16 Workdays "B" 15 Workdays

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

"A" 14 Workdays "B" 16 Workdays

Training Days - Blocked (included in contract 4 days)

Park Attendant Schedule "A" - Circled days - Total Contract Days - 111
Contract Begins on Feb 26, 2002 Contract Ends on Sep 30, 2002

Park Attendant Schedule "B" - Circled days - Total Contract Days - 108
Contract Begins on Feb 26, 2002 Contract Ends on Sep 28, 2002

WALTER F. GEORGE LAKE DAY USE PARK ATTENDANT SUMMER 2002

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	2 Training days		3 Workdays			

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
12 Workdays						

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
14 Workdays						

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
14 Workdays						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
14 Workdays						

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
14 Workdays						

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
2 Workdays						

Training Days Blocked (included in contract 2 days)

Park Attendant Schedule Circled Days- Total Contract Days - 75

Contract Begins on Feb 27, 2002

Contract Ends on Sep 2, 2002

**WEST POINT PROJECT
SPECIFIC RECREATION AREA
JOB DESCRIPTION**

I. NUMBER OF CONTRACT POSITIONS: Sixteen (16) separate Park Attendant contracts.

NOTE: A bid must be submitted for each contract (Attendant “A” or Attendant “B” where applicable) you are interested in, by entering a bid on the corresponding line item numbers on this project’s enclosed **BID SCHEDULE**. **Bidders must also bid on both the Base Period and the Option Period (where applicable).** **Bidders who bid on just the base period or just the option period will be disqualified for that particular job.** Job duties and responsibilities and other terms and conditions listed in this **SPECIFIC RECREATION AREA JOB DESCRIPTION** are the same for each contract except as stated in the specific park sheets that follow.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. CLEANING AND MAINTENANCE: See Section II. C., CLEANING AND MAINTENANCE, of the General Specifications for more information.

B. PET POLICY: Park attendants are permitted to have pets, under the conditions set forth in the General Specifications. Pets are permitted outside of the park attendant living quarters, however, must be kept on a leash of less than 6 feet in length.

C. DRESS CODE OR UNIFORM POLICY: A tan/beige/white shirt (long or short sleeve and green/khaki pants are preferred. A park attendant patch is to be sewn onto the left shoulder of the shirt. All proposed uniform clothing, including headwear, is subject to Corps approval. Name tags should be engraved brass or plastic with a gold or brass finish, approximately 2 ½” x 5/8” in size. Corps personnel must approve alternatives. The tags can be purchased at a local engraving shop in the area. Also refer to UNIFORMS, etc., of the General Specifications for further information.

VI. ADDITIONAL CONTRACTOR-FURNISHED EQUIPMENT/SUPPLIES:

A. Gardening tools for the small planter area at the gatehouse are generally not necessary, but, if needed, must be furnished by the contractor.

B. All maintenance supplies and equipment needed to maintain gate station and trailer site in a neat, clean, and sanitary condition are to be supplied by the contractor. These may include, but are not necessarily limited to, a broom, dust pan, mop, bucket, all-purpose cleaner, window cleaner, cleaning rags, insect repellent/killer, and a vacuum cleaner if gatehouse floor is carpeted.

C. Adding machine or other calculating equipment or materials as needed for accurate counting of funds.

D. A telephone for use inside camper trailer or motorhome. The telephone system inside campground may accommodate touch-tone dialing; however, the telephone should be capable of rotary dialing.

E. Contractor will provide personal funds to make change. The amount of the change fund should be

maintained at \$100.

- F.** For night deposit drops (when not operating by computer), purchase of disposable night deposit bags at a fee of \$1 each from the designated depository bank may be required. Approximately two bags per week during peak season may be needed.
- G.** Uniforms and nametags, as specified in paragraph V. C.
- H.** Funds to pay for cashier's checks when transmitting collected user fees, if necessary.

VII. ADDITIONAL GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES:

A. Local telephone service for park attendant use will be provided through the campground's business line. Long distance telephone calls must be authorized by project management personnel and recorded as directed, except in official emergency situations.

- B.** West Point Park Attendant Manual for reference.
- C.** Garden hose to maintain gatehouse and immediate area around building.
- D.** United States and Corps of Engineer flags to display at the gatehouse.
- E.** Park Office Operator's Manual for operating Park Office software.
- F.** Campsite with water, electrical and sewage hookups for park attendant's trailer/motorhome.

NOTE: Attendant may not be permitted to occupy the site when the campground is closed for the season or in winter operation.

VIII. ADDITIONAL INFORMATION: All bidders should contact Park Ranger David Allen at the West Point Lake Project Management Office, at 706/645-2937 to arrange for a tour of the park(s) and an explanation of the Scope of Work. **Prospective contractors are urged to inspect the areas they are interested in operating and bidding on before they submit a bid in order to become familiar with the size and scope of the area and required duties.**

AMITY CAMPGROUND ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0001 PARK ATTENDANT "A"

Amity Campground, West Point Project
Contract dates: 18 Mar 02 – 8 Sep 02
Total number of working days: 88 *
Last year's daily bid price: \$70.00

0003 PARK ATTENDANT "B"

Amity Campground, West Point Project
Contract dates: 18 Mar 02 – 8 Sep 02
Total number of working days: 84 *
Last year's daily bid price: \$70.00

0002 Option Year for Item 0001

Dates: 17 Mar 03 – 7 Sep 03
Total number of working days - 88 *

0004 Option Year for Item 0003

Dates: 17 Mar 03 – 7 Sep 03
Total number of working days – 84 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Amity Campground provides 96 campsites for the public, of which all but three have utility hookups. The park contains two shower houses with laundry facilities, two boat ramps, a dump station, nine rest rooms, basketball and tennis courts, softball field, nature trail, and a playground. Total distance for one complete tour of the park is approximately 8.5 miles. Amity is located approximately seven miles north of the city of West Point, Georgia, off the Stateline Road (Chambers County Road 212) on the west side of the lake.

III. HOURS OF WORK: Both park attendants "A" and "B" will work a four (4) day shift, four days on and four days off, and will work the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the periods the campground is open, Friday, Mar. 29 – Sunday, Sep. 8, 2002, for the first contract year and Friday, Mar. 28 – Sunday, Sep. 7, 2003, for the option year, park attendants will operate the gatehouse control station for 15 hours each day from 7:00 a.m. until 10:00 p.m. Park attendants must be available nine (9) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend all sessions of two - four day training periods beginning at 9:00 a.m. on Monday, March 18, 2002, for the first contract year and 9:00 a.m. Monday, March 17, 2003, for the option year. Training sessions will be held at the Project Management Office. The meetings will conclude by 4:00 p.m. each of the days. Park attendants will be paid their normal daily rate.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect camping and visitor fees in the campground. At least once a week, normally the first day after the end of your four day shift, the fees collected will be taken to a location where the park attendant will be required to purchase a money order or cashier's check in the amount of the collected cash, as directed. When the money order or cashier's check is purchased, the attendant is responsible for payment of the fee for either. The approximate

round trip mileage from the campground to a location to purchase the money order or cashier's check is 16 miles. No less than once each week, again normally the first day after the end of your four day shift, attendants will deliver all necessary paperwork to the Recreation Fee Cashier, (RFC), at the Project Management Office. The paperwork includes but is not limited to: personal checks collected during your shift, a Bill for Collections, the Operator Shift Detail and Summary reports, and user fee permits. Approximate round trip mileage from the campground to the Project Management Office is 10 miles. You will be instructed on how to process your collected fees and the associated paperwork in case a power outage occurs or the NRRS computer is inoperable.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the campground each morning at 7:00 a.m., close and lock the same gates at 10:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 10:00 p.m. until 7:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold them at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement.

VI. ACTUAL PARK ATTENDANT WORKING DATES:

Contract Year 18 Mar 02 – 8 Sep 02

Park Attendant “A”

March – 18, 19, 20, 21*, 29, 30, 31
April – 1, 6, 7, 8, 9, 14, 15, 16,
17, 22, 23, 24, 25, 30
May – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20
21, 22, 23, 28, 29, 30, 31
September – 5, 6, 7, 8

Park Attendant “B”

March – 18, 19, 20, 21*
April – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19,
20, 21, 26, 27, 28, 29
May – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30
July – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17,
18, 19, 24, 25, 26, 27
September – 1, 2, 3, 4

* March 18-21 is the Park Office training and park attendant orientation period.

Option Year 17 Mar 03 – 7 Sep 03

Park Attendant “A”

March – 17, 18, 19, 20, * 28, 29, 30, 31
April – 5, 6, 7, 8, 13, 14, 15, 16, 21,
22, 23, 24, 29, 30
May – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
June – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
July – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19,
20, 21, 26, 27, 28, 29
August – 3, 4, 5, 6, 11, 12, 13, 14, 19,
20, 21, 22, 27, 28, 29, 30
September – 4, 5, 6, 7

Park Attendant “B”

March – 17, 18, 19, 20*
April – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28
May – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30
June – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30
July – 1, 6, 7, 8, 9, 14, 15, 16, 17, 21,
22, 23, 24, 25, 30, 31
August – 1, 2, 7, 8, 9, 10, 11, 15, 16, 17,
18, 23, 24, 25, 26, 31
September – 1, 2, 3

- March 17 – 20 is the Park Office training and park attendant orientation period.

EARL COOK DAY USE AREA ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0005 PARK ATTENDANT "A"

Earl Cook Day Use Area, West Point Project
Contract dates: 3 May 02 – 2 Sep 02
Total number of working days: 63 *
Last year's daily bid price: \$60.00

0007 PARK ATTENDANT "B"

Earl Cook Day Use Area, West Point Project
Contract dates: 3 May 02 – 2 Sep 02
Total number of working days: 61 *
Last year's daily bid price: \$60.00

0006 Option Year for Item 0005

Contract Dates: 2 May 03 – 1 Sep 03
Total Number of working days – 63 *

0008 Option Year for Item 0007

Contract Dates: 2 May 03 – 1 Sep 03
Total number of working days – 61 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Earl Cook Recreation Area is located on the east side of West Point Lake in Troup County, Georgia, at the end of Lower Glass Bridge Road. The park is located approximately 7 miles north of the city of West Point, Georgia off of state highway 29. Park facilities include a swimming beach, outdoor shower, basketball and tennis court, softball field, playground, picnic area, two reservation picnic shelters, boat ramp, parking for 276 vehicles, and six restrooms. Total distance for one complete tour of the park is approximately 2.3 miles

III. HOURS OF WORK: Park attendants "A" and "B" each work a four (4) day shift, four days on and four days off, and each attendant will work the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the periods the park is open, Saturday, May 4 – Monday, Sep. 2, 2002, for the first contract year and Saturday, May 3 – Monday, Sep. 1, 2003, for the option year, attendants will operate the gate house control station for 13 hours each day from 8:00 a.m. until 9:00 p.m. Park attendants must be available eleven (11) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend two one-day training sessions beginning at 9:00 a.m., Friday, May 3, 2002, for the first contract year and Friday, May 2, 2003, for the option year, at the Project Management Office. These meetings will conclude by 4:00 p.m. Park attendants will be paid their normal daily rate for attendance.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect day use fees for the area. At least once a week, ordinarily the first day after the end of your four-day shift, the fees collected will be deposited in the West Point or downtown LaGrange branch of the Bank of America. The approximate round trip mileage from the day use area to the bank in West Point is 20 miles. The round trip mileage

to the bank in LaGrange is approximately 30 miles. No less than once each week, again on the first day after the end of your shift, attendants will deliver deposit tickets (SF215), daily cash register tapes, and completed cash collection vouchers (DD Form 1131) to the Project Management Office. Approximate round trip mileage from the day use area to the Project Management Office is 14 miles.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the beach/picnic area each morning at 8:00 a.m., close and lock the same gates at 9:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 9:00 p.m. until 8:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement. The attendant will also operate the reserved signs on the two picnic shelters located within the park near the beach. The signs may need to be changed according to whether the shelters are reserved or not. Corps personnel will notify park attendants of the shelters' status.

VI. ACTUAL PARK ATTENDANT WORKING DAYS:

Contract Year 3 May 02 – 2 Sep 02

Park Attendant “A”

May – 3 *, 4, 5, 6, 7, 12, 13, 14, 15, 20,
21, 22, 23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30
July – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
September – 1, 2

Park Attendant “B”

May – 3 *, 8, 9, 10, 11, 16, 17, 18, 19, 24,
25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19, 20,
25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21, 22,
27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 28, 29, 30, 31

* - May 3 is the park attendant orientation day

Option Year 2 May 03 – 1 Sep 03

Park Attendant “A”

May – 2 *, 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
June – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 24, 28, 29, 30
July – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30, 31
August – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
September – 1

Park Attendant “B”

May – 2*, 7, 8, 9, 10, 15, 16, 17, 18, 23, 24,
25, 26, 31
June – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19, 24,
25, 26, 27
July – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20, 21,
26, 27, 28, 29
August – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30

* - May 2 is the park attendant orientation day

HOLIDAY CAMPGROUND ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0009 PARK ATTENDANT "A"

Holiday Campground, West Point Project
Contract dates: 11 Feb 02 – 22 Sep 02
Total number of working days: 112 *
Last year's daily bid price: \$75.00

0011 PARK ATTENDANT "B"

Holiday Campground, West Point Project
Contract dates: 11 Feb 02 – 22 Sep 02
Total number of working days: 109 *
Last year's daily bid price: \$70.00

0010 Option Year for Item 0009

Dates: 10 Feb 03 – 21 Sep 03
Total number of working days: 112 *

0012 Option Year for Item 0011

Dates: 10 Feb 03 - 21 Sep 03
Total number of working days: 109 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Holiday Campground is one of West Point Project's busiest campgrounds. It provides 143 campsites and two group areas for the public. The park contains three shower houses with laundry facilities, two boat ramps, a dump station, eighteen restrooms, a small amphitheater, tennis court, basketball court, softball field, and a playground. Total distance for one tour of the park is approximately 13 miles. Holiday Campground is located approximately 12 miles west of LaGrange, Georgia, off Highway 109.

III. HOURS OF WORK: Both park attendants "A" and "B" will work a four (4) day shift, four days on and four days off, and will work all of the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the periods the campground is open, Friday, Feb. 22 – Sunday, Sep. 22, 2002, for the first contract year and Friday, Feb. 21, - Sunday Sep. 21, 2003, for the option year, attendants will operate the gate house control station for 15 hours each day from 7:00 a.m. until 10:00 p.m. Park attendants must be available nine (9) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend all sessions of two four-day training sessions beginning at 9:00 a.m. on Monday, Feb. 11, 2002, for the first contract year and Monday, Feb. 10, 2003, for the option year, at the Project Management Office. These meetings will conclude by 4:00 p.m. each day. Park attendants will be paid their normal daily rate for attendance.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect camping and visitor fees in the campground. At least once a week, normally the first day after the end of your four day shift, the fees collected will be taken to a location where the park attendant will be required to purchase a money order or cashier's check in the amount of the collected cash, as directed. When the money order

or cashier's check is purchased, the attendant is responsible for payment of the fee for either. The approximate round trip mileage from the campground to a location to purchase the money order or cashier's check is 16 miles. No less than once each week, again normally the first day after the end of your four day shift, attendants will deliver all necessary paperwork to the Recreation Fee Cashier, (RFC), at the Project Management Office. The paperwork includes but is not limited to: personal checks collected during your shift, a Bill for Collections, the Operator Shift Detail and Summary reports, and user fee permits. Approximate round trip mileage from the campground to the Project Management Office is 20 miles. You will be instructed on how to process your collected fees and the associated paperwork in case a power outage occurs or the NRRS computer is inoperable.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the campground each morning at 7:00 a.m., close and lock the same gates at 10:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 10:00 p.m. until 7:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement.

VI. ACTUAL PARK ATTENDANT WORKING DATES:

Contract Year 11 Feb 02 – 22 Sep 02

Park Attendant “A”

February – 11, 12, 13, 14*, 22, 23, 24, 25
March – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20,
21, 26, 27, 28, 29
April – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
May – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30, 31
June – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30
July – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
August – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
September – 2, 3, 4, 5, 10, 11, 12, 13, 18,
19, 20, 21

Park Attendant “B”

February – 11, 12, 13, 14*, 26, 27, 28
March – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30, 31
April – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18, 23,
24, 25, 26,
May – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
June – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20, 21,
26, 27, 28, 29
July – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22, 23,
28, 29, 30, 31
August – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30, 31
September – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22

* February 11 – 14 is the Park Office training and park attendant orientation period.

Option Year 10 Feb 03 – 21 Sep 03

Park Attendant “A”

February – 10, 11, 12, 13*, 21, 22, 23, 24
March – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
April – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20,
21, 26, 27, 28, 29
May – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22, 23,
24, 29, 30
July – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
September – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20

Park Attendant “B”

February – 10, 11, 12, 13*, 25, 26, 27, 28
March – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30, 31
April – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30
May – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30, 31
September – 5, 6, 7, 8, 13, 14, 15, 16, 21

* February 10 – 13 is the Park Office training and park attendant orientation period.

R. SHAEFER HEARD CAMPGROUND ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0013 PARK ATTENDANT "A"

R. Shaefer Heard Campground, West Point Project

Contract dates: 11 Feb 02 – 30 Sep 02

Total number of working days: 116 *

Last year's daily bid price: \$70.00

0015 PARK ATTENDANT "B"

R. Shaefer Heard Campground, West Point Project

Contract dates: 11 Feb 02 – 30 Sep 02

Total number of working days: 113 *

Last year's daily bid price: \$79.00

0014 Option Year for Item 0013

Dates: 10 Feb 03 – 30 Sep 03

Total number of working days: 116 *

0016 Option Year for Item 0015

Dates: 10 Feb 03 – 30 Sep 03

Total number of working days: 114 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: R. Shaefer Heard Campground is located approximately four miles north of West Point, Georgia, off U.S. Highway 29, on the southeast side of West Point Lake. The park has 117 sites (all with utility hookups) for the public. It also has an amphitheater, a boat ramp, two shower houses with laundry facilities, a dump station, a playground, and six restrooms. A softball field and a tennis court are located just outside the park entrance. Total distance for one complete tour of the park is approximately 5 miles.

III. HOURS OF WORK: Both park attendants "A" and "B" will work a four (4) day shift, four days on and four days off, and will work all of the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the actual workdays of the contract period, Friday, Feb. 22 – Saturday, Sep. 30, 2002, for the first contract year and Friday, Feb. 21 – Sunday, Sep. 30, 2003, for the option year, attendants will operate the gate house control station for 15 hours each day from 7:00 a.m. until 10:00 p.m. Park attendants must be available nine (9) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend all sessions of two four-day training sessions beginning at 9:00 a.m., Monday, Feb. 21, 2000, for the first contract year and Monday, Feb. 19, 2001, for the option year, at the Project Management Office. These meetings will conclude by 4:00 p.m. each day. Park attendants will be paid their normal daily rate for attendance.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect camping and visitor fees in the campground. At least once a week, normally the first day after the end of your four day shift, the fees collected will be taken to a location where the park attendant will be required to

purchase a money order or cashier's check in the amount of the collected cash, as directed. When the money order or cashier's check is purchased, the attendant is responsible for payment of the fee for either. The approximate round trip mileage from the campground to a location to purchase the money order or cashier's check is 10 miles. No less than once each week, again normally the first day after the end of your four day shift, attendants will deliver all necessary paperwork to the Recreation Fee Cashier, (RFC), at the Project Management Office. The paperwork includes but is not limited to: personal checks collected during your shift, a Bill for Collections, the Operator Shift Detail and Summary reports, and user fee permits. Approximate round trip mileage from the campground to the Project Management Office is 3 miles. You will be instructed on how to process your collected fees and the associated paperwork in case a power outage occurs or the NRRS computer is inoperable.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the campground each morning at 7:00 a.m., close and lock the same gates at 10:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 10:00 p.m. until 7:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement.

VI. ACTUAL PARK ATTENDANT WORKING DATES:

Contract Year 11 Feb 02 – 22 Sep 02

Park Attendant “A”

February – 11, 12, 13, 14*, 22, 23, 24, 25
March – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20,
21, 26, 27, 28, 29
April – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
May – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30, 31
June – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30
July – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
August – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
September – 2, 3, 4, 5, 10, 11, 12, 13, 18,
19, 20, 21, 26, 27, 28, 29

Park Attendant “B”

February – 11, 12, 13, 14*, 26, 27, 28
March – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30, 31
April – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18, 23,
24, 25, 26,
May – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
June – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20, 21,
26, 27, 28, 29
July – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22, 23,
28, 29, 30, 31
August – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30, 31
September – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22,
23, 24, 25, 30

* February 11 – 14 is the Park Office training and park attendant orientation period.

Option Year 10 Feb 03 – 21 Sep 03

Park Attendant “A”

February – 10, 11, 12, 13*, 21, 22, 23, 24
March – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
April – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20,
21, 26, 27, 28, 29
May – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22, 23,
24, 29, 30
July – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
September – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28

Park Attendant “B”

February – 10, 11, 12, 13*, 25, 26, 27, 28
March – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30, 31
April – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30
May – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19,
20, 25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30, 31
September – 5, 6, 7, 8, 13, 14, 15, 16, 21,
22, 23, 24, 29, 30

* - February 10 – 13 is the Park Office training and park attendant orientation period.

ROCKY POINT DAY USE AREA ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0017 PARK ATTENDANT "A"

Rocky Point Day Use Area, West Point Project
Contract dates: 3 May 02 – 2 Sep 02
Total number of working days: 63 *
Last year's daily bid price: \$75.00

0019 PARK ATTENDANT "B"

Rocky Point Day Use Area, West Point Project
Contract dates: 3 May 02 – 2 Sep 02
Total number of working days: 61 *
Last year's daily bid price: \$65.00

0018 Option Year for Item 0017

Contract Dates: 2 May 03 – 1 Sep 03
Total Number of working days – 63 *

0020 Option Year for Item 0019

Contract Dates: 2 May 03 – 1 Sep 03
Total number of working days – 61 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Rocky Point Recreation Area is located on the west side of West Point Lake at the confluence of Wehadkee Creek and the Chattahoochee River. The park is located at the end of Chambers County Road 222 approximately 7 miles north of the city of West Point, Georgia. Park facilities include swimming beach, outdoor shower, basketball and tennis courts, softball field, playground, picnic area, reservation shelter, two lane boat ramp, courtesy dock, fishing pier, nature trail, parking for 433 vehicles, and eight restrooms. Total distance for one complete tour of the park is approximately 3.3 miles.

III. HOURS OF WORK: Park attendants "A" and "B" each work a four (4) day shift, four days on and four days off, and each attendant will work the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the periods the park is open, Saturday, May 4 – Monday, Sept. 2, 2002, for the first contract year and Saturday, May 3 – Monday, Sep. 1, 2003, for the option year, attendants will operate the gate house control station for 13 hours each day from 8:00 a.m. until 9:00 p.m. Park attendants must be available eleven (11) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend two one-day training sessions beginning at 9:00 a.m. on Friday, May 3, 2002, for the first contract year and Friday, May 2, 2003, for the option year, at the Project Management Office. These meetings will conclude by 4:00 p.m. Park attendants will be paid their normal daily rate for attendance.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect day use fees for the area. At least once a week, ordinarily the first day after the end of your four-day shift, the fees collected will be deposited in the West Point or downtown LaGrange branch of the Bank of America. The approximate round trip mileage from the day use area to the bank in West Point is 16 miles. The round trip mileage

to the bank in LaGrange is approximately 36 miles. No less than once each week, again on the first day after the end of your shift, attendants will deliver deposit tickets (SF215), daily cash register tapes, and completed cash collection vouchers (DD Form 1131) to the Project Management Office. Approximate round trip mileage from the day use area to the Project Management Office is 12 miles.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the beach/picnic area each morning at 8:00 a.m., close and lock the same gates at 9:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 9:00 p.m. until 8:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement. The attendant will also operate the reserved sign on the picnic shelter located within the park near the beach. The sign may need to be changed according to whether the shelter is reserved or not. Corps personnel will notify park attendants of the shelter's status.

VI. ACTUAL PARK ATTENDANT WORKING DAYS:

Contract Year 3 May 02 – 2 Sep 02

Park Attendant “A”

May – 3 *, 4, 5, 6, 7, 12, 13, 14, 15, 20,
21, 22, 23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30
July – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
September – 1, 2

Park Attendant “B”

May – 3 *, 8, 9, 10, 11, 16, 17, 18, 19, 24,
25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19, 20,
25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21, 22,
27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 28, 29, 30, 31

* - May 3 is the park attendant orientation day.

Option Year 2 May 03 – 1 Sep 03

Park Attendant “A”

May – 2 *, 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
June – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 24, 28, 29, 30
July – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30, 31
August – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
September – 1

Park Attendant “B”

May – 2*, 7, 8, 9, 10, 15, 16, 17, 18, 23, 24,
25, 26, 31
June – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19, 24,
25, 26, 27
July – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20, 21,
26, 27, 28, 29
August – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30

* - May 2 is the park attendant orientation day.

STATELINE CAMPGROUND ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0021 PARK ATTENDANT "A"

Stateline Campground, West Point Project

Contract dates: 18 Mar 02 – 2 Sep 02

Total number of working days: 84 *

Last year's daily bid price: \$69.00

0023 PARK ATTENDANT "B"

Stateline Campground, West Point Project

Contract dates: 18 Mar 02 – 2 Sep 02

Total number of working days: 82 *

Last year's daily bid price: \$70.00

0022 Option Year for Item 0021

Dates: 17 Mar 03 – 1 Sep 03

Total number of working days - 84 *

0024 Option Year for Item 0023

Dates: 17 Mar 03 – 1 Sep 03

Total number of working days – 82 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Stateline Campground is West Point Lake's undiscovered campground. It provides 122 campsites for the public, including 54 sites with utility hookups and 66 primitive sites without hookups. There are also 2 double sites with hookups. Park facilities include boat ramp, playground, shower house with laundry facilities, tennis court, swimming beach, dump station, and 11 rest rooms. Total distance for one complete tour of the park is approximately 7 miles. Stateline is located on the state line between Georgia and Alabama on Old Stateline Road, approximately 15 miles west of LaGrange, Georgia.

III. HOURS OF WORK: Both park attendants "A" and "B" will work a four (4) day shift, four days on and four days off, and will work the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the period the campground is open, Friday, Mar. 29 – Monday, Sep. 2, 2002, for the first contract year and Friday, Mar. 28 - Monday, Sep. 1, 2003, for the option year, park attendants will operate the gatehouse control station for 15 hours each day from 7:00 a.m. until 10:00 p.m. Park attendants must be available nine (9) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend all sessions of two - four day training periods beginning at 9:00 a.m. on Monday, March 18, 2002, for the first contract year and 9:00 a.m. Monday, March 17, 2003, for the option year. Training sessions will be held at the Project Management Office. The meetings will conclude by 4:00 p.m. each of the days. Park attendants will be paid their normal daily rate.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect camping and visitor fees in the campground. At least once a week, normally the first day after the end of your four day shift, the fees collected will be taken to a location where the park attendant will be required to purchase a money order or cashier's check in the amount of the collected cash, as directed. When the money order

or cashier's check is purchased, the attendant is responsible for payment of the fee for either. The approximate round trip mileage from the campground to a location to purchase the money order or cashier's check is 16 miles. No less than once each week, again normally the first day after the end of your four day shift, attendants will deliver all necessary paperwork to the Recreation Fee Cashier, (RFC), at the Project Management Office. The paperwork includes but is not limited to: personal checks collected during your shift, a Bill for Collections, the Operator Shift Detail and Summary reports, and user fee permits. Approximate round trip mileage from the campground to the Project Management Office is 16 miles. You will be instructed on how to process your collected fees and the associated paperwork in case a power outage occurs or the NRRS computer is inoperable.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the campground each morning at 7:00 a.m., close and lock the same gates at 10:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 10:00 p.m. until 7:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold them at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement.

VI. ACTUAL PARK ATTENDANT WORKING DATES:

Contract Year 18 Mar 02 – 2 Sep 02

Park Attendant “A”

March – 18, 19, 20, 21*, 29, 30, 31
April - 1, 6, 7, 8, 9, 14, 15, 16,
17, 22, 23, 24, 25, 30
May – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20,
21, 22, 23, 28, 29, 30, 31

Park Attendant “B”

March – 18, 19, 20, 21*
April – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19,
20, 21, 26, 27, 28, 29
May – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30
July - 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17,
18, 19, 24, 25, 26, 27
September – 1, 2

* March 18-21 is the Park Office training and park attendant orientation period.

Option Year 17 Mar 03 – 1 Sep 03

Park Attendant “A”

March – 17, 18, 19, 20*, 28, 29, 30, 31
April – 5, 6, 7, 8, 13, 14, 15, 16, 21,
22, 23, 24, 29, 30
May – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
June – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
July – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19,
20, 21, 26, 27, 28, 29
August – 3, 4, 5, 6, 11, 12, 13, 14, 19,
20, 21, 22, 27, 28, 29, 30

Park Attendant “B”

March – 17, 18, 19, 20*
April – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28
May – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30
June – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30
July - 1, 6, 7, 8, 9, 14, 15, 16, 17, 22,
23, 24, 25, 30, 31
August – 1, 2, 7, 8, 9, 10, 15, 16, 17,
18, 23, 24, 25, 26, 31
September – 1

* March 17 – 20 is the Park Office training and park attendant orientation period.

WHITETAIL RIDGE CAMPGROUND ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0025 PARK ATTENDANT "A"

Whitetail Ridge Campground, West Point Project

Contract dates: 18 Mar 02 – 22 Sep 02

Total number of working days: 94 *

Last year's daily bid price: \$59.00

0027 PARK ATTENDANT "B"

Whitetail Ridge Campground, West Point Project

Contract dates: 18 Mar 02 – 22 Sep 02

Total number of working days: 92 *

Last year's daily bid price: \$60.00

0026 Option Year for Item 0025

Dates: 17 Mar 03 – 21 Sep 03

Total number of working days - 94 *

0028 Option Year for Item 0027

Dates: 17 Mar 03 - 21 Sep 03

Total number of working days – 92 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Whitetail Ridge Campground is West Point Lake's newest campground. The campground provides 58 campsites all with utility hookups. Park facilities include two shower houses with laundry facilities, boat ramp, nature trail, and a dump station. Total distance for one complete tour of the park is approximately 2.5 miles. Whitetail Ridge is located approximately 10 miles west of LaGrange, Georgia, off Highway 109.

III. HOURS OF WORK: Both park attendants "A" and "B" will work a four (4) day shift, four days on and four days off, and will work the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the periods the campground is open, Friday, Mar. 29 – Sunday, Sep. 22, 2002, for the first contract year and Friday, Mar. 28 – Sunday, Sep. 21, 2003, for the option year, park attendants will operate the gatehouse control station for 15 hours each day from 7:00 a.m. until 10:00 p.m. Park attendants must be available nine (9) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend all sessions of two - four day training periods beginning at 9:00 a.m. on Monday, March 18, 2002, for the first contract year and 9:00 a.m. Monday, March 17, 2003, for the option year. Training sessions will be held at the Project Management Office. The meetings will conclude by 4:00 p.m. each of the days. Park attendants will be paid their normal daily rate.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect camping and visitor fees in the campground. At least once a week, normally the first day after the end of your four day shift, the fees collected will be taken to a location where the park attendant will be required to purchase a money order or cashier's check in the amount of the collected cash, as directed. When the money order or cashier's check is purchased, the attendant is responsible for payment of the fee for either. The approximate

round trip mileage from the campground to a location to purchase the money order or cashier's check is 18 miles. No less than once each week, again normally the first day after the end of your four day shift, attendants will deliver all necessary paperwork to the Recreation Fee Cashier, (RFC), at the Project Management Office. The paperwork includes but is not limited to: personal checks collected during your shift, a Bill for Collections, the Operator Shift Detail and Summary reports, and user fee permits. Approximate round trip mileage from the campground to the Project Management Office is 22 miles. You will be instructed on how to process your collected fees and the associated paperwork in case a power outage occurs or the NRRS computer is inoperable.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the campground each morning at 7:00 a.m., close and lock the same gates at 10:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 10:00 p.m. until 7:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold them at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement.

VI. ACTUAL PARK ATTENDANT WORKING DATES:

Contract Year 18 Mar 02 – 22 Sep 02

Park Attendant “A”

March – 18, 19, 20, 21*, 29, 30, 31
April - 1, 6, 7, 8, 9, 14, 15, 16,
17, 22, 23, 24, 25, 30
May – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20
21, 22, 23, 28, 29, 30, 31
September – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22

Park Attendant “B”

March – 18, 19, 20, 21*
April – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19,
20, 21, 26, 27, 28, 29
May – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30
July - 1, 2, 7, 8, 9, 10, 15, 16, 17, 18
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17,
18, 19, 24, 25, 26, 27
September – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20

* March 18-21 is the Park Office training and park attendant orientation period.

Option Year 17 Mar 03 – 21 Sep 03

Park Attendant “A”

March – 17, 18, 19, 20,* 28, 29, 30, 31
April – 5, 6, 7, 8, 13, 14, 15, 16, 21,
22, 23, 24, 29, 30
May – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
June – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19,
24, 25, 26, 27
July – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19,
20, 21, 26, 27, 28, 29
August – 3, 4, 5, 6, 11, 12, 13, 14, 19,
20, 21, 22, 27, 28, 29, 30
September – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21

Park Attendant “B”

March – 17, 18, 19, 20*
April – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18,
19, 20, 25, 26, 27, 28
May – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30
June – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21,
22, 23, 28, 29, 30
July - 1, 6, 7, 8, 9, 14, 15, 16, 17, 21,
22, 23, 24, 25, 30, 31
August – 1, 2, 7, 8, 9, 10, 11, 15, 16, 17,
18, 23, 24, 25, 26, 31
September – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19,

* March 17 – 20 is the Park Office training and park attendant orientation period.

YELLOWJACKET DAY USE AREA ATTENDANTS A & B WEST POINT PROJECT

I. NUMBER OF CONTRACT POSITION(S): Two (2) separate Park Attendant contracts.

RFQ LINE ITEM REFERENCE #

0029 PARK ATTENDANT "A"

Yellowjacket Day Use Area, West Point Project

Contract dates: 3 May 02 – 2 Sep 02

Total number of working days: 63 *

Last year's daily bid price: \$75.00

0031 PARK ATTENDANT "B"

Yellowjacket Day Use Area, West Point Project

Contract dates: 3 May 02 – 2 Sep 02

Total number of working days: 61 *

Last year's daily bid price: \$69.00

0030 Option Year for Item 0029

Contract Dates: 2 May 03 – 1 Sep 03

Total Number of working days – 63 *

0032 Option Year for Item 0031

Contract Dates: 2 May 03 – 1 Sep 03

Total number of working days – 61 *

* - See Section VI for actual working dates.

II. PARK DESCRIPTION: Yellowjacket Recreation Area is West Point Lake's most popular beach and swimming area. The park is located on the east side of West Point Lake approximately 1.5 miles north of state highway 109, west of LaGrange, GA. Park facilities include a swimming beach, an outdoor shower, tennis court, playground, picnic area, parking for 116 vehicles without trailers, and two restrooms. Total distance for one complete tour of the park is approximately 1.2 miles. The park is located off Cameron Mill Road on Yellowjacket Creek approximately 8 miles from LaGrange.

III. HOURS OF WORK: Park attendants "A" and "B" each work a four (4) day shift, four days on and four days off, and each attendant will work the federal holidays that fall within their normal four day shift. Twenty-four hour shifts begin at 7 a.m. each morning and end at 7 a.m. the following morning. During the periods the park is open, Saturday, May 4 – Monday, Sep. 2, 2002, for the first contract year and Saturday, May 3 – Monday Sep. 1, 2003, for the option year, attendants will operate the gate house control station for 13 hours each day from 8:00 a.m. until 9:00 p.m. Park attendants must be available eleven (11) hours in the park each night when off duty.

IV. TRAINING AND ORIENTATION: Park attendants are required to attend two one-day training sessions beginning at 9:00 a.m. on Friday, May 3, 2002, for the first contract year and Friday, May 2, 2003, for the option year, at the Project Management Office. This meeting will conclude by 4:00 p.m. Park attendants will be paid their normal daily rate for attendance.

V. AREA-SPECIFIC PROVISIONS AND REQUIREMENTS:

A. APPROVED USER FEE COLLECTION & PROCESSING: Park attendants will be required to collect day use fees for the area. At least once a week, ordinarily the first day after the end of your four-day shift, the fees collected will be deposited in the West Point or downtown LaGrange branch of the Bank of America. The approximate round trip mileage from the day use area to the bank in West Point is 36 miles. The round trip mileage

to the bank in LaGrange is approximately 16 miles. No less than once each week, again on the first day after the end of your shift, attendants will deliver deposit tickets (SF215), daily cash register tapes, and completed cash collection vouchers (DD Form 1131) to the Project Management Office. Approximate round trip mileage from the day use area to the Project Management Office is 27 miles.

B. PARK INSPECTIONS: Attendants will conduct an inspection of the park at least every four hours when on duty to identify any work needed to keep the area in a safe and presentable condition; e.g., grass cutting, repairs to facilities, etc. At least one of the inspections should be performed after dark to check for burned out lights, etc. Furnish this information to the Project Management Office each morning by telephone (as necessary) to a designated person.

C. CLOSING /OPENING GATES AND FACILITIES: The park attendant on duty will: open gates into the beach/picnic area each morning at 8:00 a.m., close and lock the same gates at 9:00 p.m. each night while on duty, contact law enforcement personnel or project management personnel for situations beyond attendant's control from 9:00 p.m. until 8:00 a.m., and raise the United States of America and the U.S. Army Corps of Engineers flags each morning, and lower, remove, and fold at sunset. If the flags should become wet, the attendant will hang them in a dry area before folding. The attendant will notify project management personnel if flag or flags become faded or torn so as to receive replacement. The attendant will also operate the reserved sign on the picnic shelter located across Cameron Mill Road from the gatehouse. The sign may need to be changed according to whether the shelter is reserved or not. Corps personnel will notify park attendants of the shelter's status.

VI. ACTUAL PARK ATTENDANT WORKING DAYS:

Contract Year 3 May 02 – 2 Sep 02

Park Attendant “A”

May – 3 *, 4, 5, 6, 7, 12, 13, 14, 15, 20,
21, 22, 23, 28, 29, 30, 31
June – 5, 6, 7, 8, 13, 14, 15, 16, 21, 22,
23, 24, 29, 30
July – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
August – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18,
19, 24, 25, 26, 27
September – 1, 2

Park Attendant “B”

May – 3 *, 8, 9, 10, 11, 16, 17, 18, 19, 24,
25, 26, 27
June – 1, 2, 3, 4, 9, 10, 11, 12, 17, 18, 19, 20,
25, 26, 27, 28
July – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21, 22,
27, 28, 29, 30
August – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 28, 29, 30, 31

* - May 3 is the park attendant orientation day.

Option Year 2 May 03 – 1 Sep 03

Park Attendant “A”

May – 2 *, 3, 4, 5, 6, 11, 12, 13, 14, 19, 20,
21, 22, 27, 28, 29, 30
June – 4, 5, 6, 7, 12, 13, 14, 15, 20, 21, 22,
23, 24, 28, 29, 30
July – 1, 6, 7, 8, 9, 14, 15, 16, 17, 22, 23,
24, 25, 30, 31
August – 1, 2, 7, 8, 9, 10, 15, 16, 17, 18,
23, 24, 25, 26, 31
September – 1

Park Attendant “B”

May – 2*, 7, 8, 9, 10, 15, 16, 17, 18, 23, 24,
25, 26, 31
June – 1, 2, 3, 8, 9, 10, 11, 16, 17, 18, 19, 24,
25, 26, 27
July – 2, 3, 4, 5, 10, 11, 12, 13, 18, 19, 20, 21,
26, 27, 28, 29
August – 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21,
22, 27, 28, 29, 30

* - May 2 is the park attendant orientation day.

CONTRACT CLAUSES**CONTRACT CLAUSES ARE ATTACHED HERETO AND MADE A PART HEREOF**

CLAUSES INCORPORATED BY REFERENCE:

52.202-1 DEFINITIONS. (MAY 2001)

CLAUSES INCORPORATED BY FULL TEXT:

52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (OCT 2000)

(a) North American Industry Classification System (NAICS) code and small business size standard. The NAICS code and small business size standard for this acquisition appear in Block 10 of the solicitation cover sheet (SF 1449). However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

(b) Submission of offers. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Offers may be submitted on the SF 1449, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, offers must show--

- (1) The solicitation number;
 - (2) The time specified in the solicitation for receipt of offers;
 - (3) The name, address, and telephone number of the offeror;
 - (4) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;
 - (5) Terms of any express warranty;
 - (6) Price and any discount terms;
 - (7) "Remit to" address, if different than mailing address;
 - (8) A completed copy of the representations and certifications at FAR 52.212-3;
 - (9) Acknowledgment of Solicitation Amendments;
 - (10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and
 - (11) If the offer is not submitted on the SF 1449, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.
- (c) Period for acceptance of offers. The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.
- (d) Product samples. When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of offers. Unless otherwise specified in this solicitation, these samples shall be submitted at no

expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.

(e) Multiple offers. Offerors are encouraged to submit multiple offers presenting alternative terms and conditions or commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.

(f) Late submissions, modifications, revisions, and withdrawals of offers:

(1) Offerors are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that offers or revisions are due.

(2)(i) Any offer, modification, revision, or withdrawal of an offer received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--

(A) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of offers; or

(B) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(C) If this solicitation is a request for proposals, it was the only proposal received.

(ii) However, a late modification of an otherwise successful offer, that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(3) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the offer wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(4) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(5) Offers may be withdrawn by written notice received at any time before the exact time set for receipt of offers. Oral offers in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for receipt of offers, subject to the conditions specified in the solicitation concerning facsimile offers. An offer may be withdrawn in person by an offeror or its authorized representative if, before the exact time set for receipt of offers, the identity of the person requesting withdrawal is established and the person signs a receipt for the offer.

(g) Contract award (not applicable to Invitation for Bids). The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

(h) Multiple awards. The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(i) Availability of requirements documents cited in the solicitation. (1) The Index of Federal Specifications, Standards and Commercial Item Descriptions and the documents listed in it may be obtained from the General Services Administration, Federal Supply Service Bureau, Specifications Section, Suite 8100, 470 L'Enfant Plaza, SW, Washington, DC 20407 ((202) 619-8925).

(2) The DOD Index of Specifications and Standards (DODISS) and documents listed in it may be obtained from the Standardization Documents Desk, Building 4D, 700 Robbins Avenue, Philadelphia, PA 19111-5094 (telephone (215) 697-2569).

(i) Availability of requirements documents cited in the solicitation. (1)(i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--GSA Federal Supply Service Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.

(ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.

(2) The DoD Index of Specifications and Standards (DoDISS) and documents listed in it may be obtained from the--Department of Defense Single Stock Point (DoDSSP), Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.

(i) Automatic distribution may be obtained on a subscription basis.

(ii) Order forms, pricing information, and customer support information may be obtained--

(A) By telephone at (215) 697-2667/2179; or

(B) Through the DoDSSP Internet site at <http://assist.daps.mil>.

(3) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication, or maintenance.

(j) Data Universal Numbering System (DUNS) Number. (Applies to offers exceeding \$25,000.) The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" followed by the DUNS number that identifies the offeror's name and address. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet to obtain one at no charge. An offeror within the United States may call 1-800-333-0505. The offeror may obtain more information regarding the DUNS number, including locations of local Dun and Bradstreet Information Services offices for offerors located outside the United States, from the Internet home page at <http://www.customerservice@dnb.com/>. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at globalinfo@mail.dnb.com.

(End of provision)

52.212-3 OFFEROR REPRESENTATIONS AND CERTIFICATIONS--COMMERCIAL ITEMS (APR 2001)

(a) Definitions. As used in this provision:

"Emerging small business" means a small business concern whose size is no greater than 50 percent of the numerical size standard for the NAICS code designated.

Service-disabled veteran-owned small business concern--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service--disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern" means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

Veteran-owned small business concern means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern" means a small business concern--

(1) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of its stock is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

"Women-owned business concern" means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

(b) Taxpayer Identification Number (TIN) (26 U.S.C. 6109, 31 U.S.C. 7701). (Not applicable if the offeror is required to provide this information to a central contractor registration database to be eligible for award.)

(1) All offerors must submit the information required in paragraphs (b)(3) through (b)(5) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the Internal Revenue Service (IRS).

(2) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(3) Taxpayer Identification Number (TIN).

___ TIN:-----

☐ TIN has been applied for.

☐ TIN is not required because:

☐ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

Offeror is an agency or instrumentality of a foreign government;

☐ Offeror is an agency or instrumentality of the Federal Government.

(4) Type of organization.

☐ Sole proprietorship;

☐ Partnership;

☐ Corporate entity (not tax-exempt);

☐ Corporate entity (tax-exempt);

☐ Government entity (Federal, State, or local);

☐ Foreign government;

☐ International organization per 26 CFR 1.6049-4;

☐ Other-----

(5) Common parent.

☐ Offeror is not owned or controlled by a common parent;

☐ Name and TIN of common parent:

Name-----

TIN-----

(c) Offerors must complete the following representations when the resulting contract is to be performed inside the United States, its territories or possessions, Puerto Rico, the Trust Territory of the Pacific Islands, or the District of Columbia. Check all that apply.

(1) Small business concern. The offeror represents as part of its offer that it () is, () is not a small business concern.

(2) Veteran-owned small business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a veteran-owned small business concern.

(3) Service-disabled veteran-owned small business concern. (Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (c)(2) of this provision.) The offeror represents as part of its offer that it () is, () is not a service-disabled veteran-owned small business concern.

(4) Small disadvantaged business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents, for general statistical purposes, that it () is, () is not a small disadvantaged business concern as defined in 13 CFR 124.1002.

(5) Women-owned small business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents that it () is, () is not a women-owned small business concern.

Note: Complete paragraphs (c)(6) and (c)(7) only if this solicitation is expected to exceed the simplified acquisition threshold.

(6) Women-owned business concern (other than small business concern). (Complete only if the offeror is a women-owned business concern and did not represent itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents that it () is, a women-owned business concern.

(7) Tie bid priority for labor surplus area concerns. If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:

(8) Small Business Size for the Small Business Competitiveness Demonstration Program and for the Targeted Industry Categories under the Small Business Competitiveness Demonstration Program. (Complete only if the offeror has represented itself to be a small business concern under the size standards for this solicitation.)

(i) (Complete only for solicitations indicated in an addendum as being set-aside for emerging small businesses in one of the four designated industry groups (DIGs).) The offeror represents as part of its offer that it * is, * is not an emerging small business.

(ii) (Complete only for solicitations indicated in an addendum as being for one of the targeted industry categories (TICs) or four designated industry groups (DIGs).) Offeror represents as follows:

(A) Offeror's number of employees for the past 12 months (check the Employees column if size standard stated in the solicitation is expressed in terms of number of employees); or

(B) Offeror's average annual gross revenue for the last 3 fiscal years (check the Average Annual Gross Number of Revenues column if size standard stated in the solicitation is expressed in terms of annual receipts).

(Check one of the following):

Average Annual

Number of Employees Gross Revenues

___ 50 or fewer ___ \$1 million or less

___ 51 - 100 ___ \$1,000,001 - \$2 million

___ 101 - 250 ___ \$2,000,001 - \$3.5 million

___ 251 - 500 ___ \$3,500,001 - \$5 million

___ 501 - 750 ___ \$5,000,001 - \$10 million

___ 751 - 1,000 ___ \$10,000,001 - \$17 million

___ Over 1,000 ___ Over \$17 million

(9) (Complete only if the solicitation contains the clause at FAR 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns or FAR 52.219-25, Small Disadvantaged Business Participation Program-Disadvantaged Status and Reporting, and the offeror desires a benefit based on its disadvantaged status.)

(i) General. The offeror represents that either--

(A) It () is, () is not certified by the Small Business Administration as a small disadvantaged business concern and identified, on the date of this representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration (PRO-Net), and that no material change in disadvantaged ownership and control has occurred since its certification, and, where the concern is owned by one or more individuals claiming disadvantaged status, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); or

(B) It () has, () has not submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.

(ii) Joint Ventures under the Price Evaluation Adjustment for Small Disadvantaged Business Concerns. The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements in 13 CFR 124.1002(f) and that the representation in paragraph (c)(7)(i) of this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. (The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture: _____.)

(d) Certifications and representations required to implement provisions of Executive Order 11246--

(1) Previous Contracts and Compliance. The offeror represents that--

(i) It () has, () has not, participated in a previous contract or subcontract subject either to the Equal Opportunity clause of this solicitation, the and

(ii) It () has, () has not, filed all required compliance reports.

(2) Affirmative Action Compliance. The offeror represents that--

(i) It () has developed and has on file, () has not developed and does not have on file, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR Subparts 60-1 and 60-2), or

(ii) It () has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) Certification Regarding Payments to Influence Federal Transactions (31 U.S.C. 1352). (Applies only if the contract is expected to exceed \$100,000.) By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract.

(f) Certification Regarding Debarment, Suspension or Ineligibility for Award (Executive Order 12549). The offeror certifies, to the best of its knowledge and belief, that --

(1) The offeror and/or any of its principals () are, () are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and

(2) () Have, () have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and () are, () are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

(g) Certification Regarding Debarment, Suspension or Ineligibility for Award (Executive Order 12549). The offeror certifies, to the best of its knowledge and belief, that--

(1) The offeror and/or any of its principals () are, () are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency; and

(2) () Have, () have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and () are, () are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

(End of provision)

52.212-4 CONTRACT TERMS AND CONDITIONS -- COMMERCIAL ITEMS (MAY 2001)

(a) Inspection/Acceptance. The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. The Government must exercise its post-acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) Assignment. The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C. 3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

(d) Disputes. This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C. 601-613). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) Definitions. The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

(f) Excusable delays. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine

restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement or any excusable delay, setting for the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) Invoice. The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized,) to the address designated in the contract to receive invoices. An invoice must include--

- (1) Name and address of the Contractor;
- (2) Invoice date;
- (3) Contract number, contract line item number and, if applicable, the order number;
- (4) Description, quantity, unit of measure, unit price and extended price of the items delivered;
- (5) Shipping number and date of shipment including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- (6) Terms of any prompt payment discount offered;
- (7) Name and address of official to whom payment is to be sent; and
- (8) Name, title, and phone number of person to be notified in event of defective invoice.

Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. Contractors are encouraged to assign an identification number to each invoice.

(h) Patent indemnity. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.

(i) Payment. Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. If the Government makes payment by Electronic Funds Transfer (EFT), see 52.212-5(b) for the appropriate EFT clause. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(j) Risk of loss. Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

- (1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or
- (2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) Taxes. The contract price includes all applicable Federal, State, and local taxes and duties.

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of

the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) Termination for cause. The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

(n) Title. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) Warranty. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) Limitation of liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) Other compliances. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) Compliance with laws unique to Government contracts. The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. 327, et seq., Contract Work Hours and Safety Standards Act; 41 U.S.C. 51-58, Anti-Kickback Act of 1986; 41 U.S.C. 265 and 10 U.S.C. 2409 relating to whistleblower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. 423 relating to procurement integrity.

(s) Order of precedence. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order: (1) the schedule of supplies/services; (2) the Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause; (3) the clause at 52.212-5; (4) addenda to this solicitation or contract, including any license agreements for computer software; (5) solicitation provisions if this is a solicitation; (6) other paragraphs of this clause; (7) the Standard Form 1449; (8) other documents, exhibits, and attachments; and (9) the specification.

(End of clause)

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (MAY 2001)

(a) The Contractor shall comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:

(1) 52.222-3, Convict Labor (E.O. 11755).

(2) 52.233-3, Protest after Award (31 U.S.C. 3553).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items or components:

(Contracting Officer shall check as appropriate.)

___ (1) 52.203-6, Restrictions on Subcontractor Sales to the Government, with Alternate I (41 U.S.C. 253g and 10 U.S.C. 2402).

___ (2) 52.219-3, Notice of HUBZone Small Business Set-Aside (Jan 1999).

___ (3) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 1999) (if the offeror elects to waive the preference, it shall so indicate in its offer).

___(4) (i) 52.219-5, Very Small Business Set-Aside (Pub. L. 103-403, section 304, Small Business Reauthorization and Amendments Act of 1994).

___(ii) Alternate I to 52.219-5.

___(iii) Alternate II to 52.219-5.

___ (5) 52.219-8, Utilization of Small Business Concerns (15 U.S.C. 637 (d)(2) and (3)).

___ (6) 52.219-9, Small Business Subcontracting Plan (15 U.S.C. 637 (d)(4)).

___ (7) 52.219-14, Limitations on Subcontracting (15 U.S.C. 637(a)(14)).

___(8)(i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Concerns (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

___(ii) Alternate I of 52.219-23.

___(9) 52.219-25, Small Disadvantaged Business Participation Program--Disadvantaged Status and Reporting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

___(10) 52.219-26, Small Disadvantaged Business Participation Program--Incentive Subcontracting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

X (11) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).

X (12) 52.222-26, Equal Opportunity (E.O. 11246).

X (13) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).

X (14) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793).

X (15) 52.222-37, Employment Reports on Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).

___(16) 52.222-19, Child Labor--Cooperation with Authorities and Remedies (E.O. 13126).

___ (17)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Products (42 U.S.C. 6962(c)(3)(A)(ii)).

___ (ii) Alternate I of 52.223-9 (42 U.S.C. 6962(i)(2)(C)).

___(18) 52.225-1, Buy American Act--Balance of Payments Program--Supplies (41 U.S.C. 10a-10d).

____(19)(i) 52.225-3, Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note).

____(ii) Alternate I of 52.225-3.

____(iii) Alternate II of 52.225-3.

____(20) 52.225-5, Trade Agreements (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).

____(21) 52.225-13, Restriction on Certain Foreign Purchases (E.O. 12722, 12724, 13059, 13067, 13121, and 13129).

____(22) 52.225-15, Sanctioned European Union Country End Products (E.O. 12849).

____(23) 52.225-16, Sanctioned European Union Country Services (E.O.12849).

X____(24) 52.232-33, Payment by Electronic Funds Transfer--Central Contractor Registration (31 U.S.C. 3332).

____(25) 52.232-34, Payment by Electronic Funds Transfer--Other than Central Contractor Registration (31 U.S.C. 3332).

____(26) 52.232-36, Payment by Third Party (31 U.S.C. 3332).

____(27) 52.239-1, Privacy or Security Safeguards (5 U.S.C. 552a).

____(28) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (46 U.S.C. 1241).

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

(Contracting Officer check as appropriate.)

____(1) 52.222-41, Service Contract Act of 1965, As amended (41 U.S.C. 351, et. seq.).

____(2) 52.222-42, Statement of Equivalent Rates for Federal Hires (29 U.S.C. 206 and 41 U.S.C. 351, et. seq.).

____(3) 52.222-43, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Multiple Year and Option Contracts) (29 U.S.C.206 and 41 U.S.C. 351, et seq.).

____(4) 52.222-44, Fair Labor Standards Act and Service Contract Act - Price Adjustment (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

____(5) 52.222-47, SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C. 351, et seq.).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records--Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) or (d) of this clause, the Contractor is not required to include any FAR clause, other than those listed below (and as may be required by an addenda to this paragraph to establish the reasonableness of prices under Part 15), in a subcontract for commercial items or commercial components--

(1) 52.222-26, Equal Opportunity (E.O. 11246);

(2) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 2012(a));

(3) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793);

(4) 52.247-64, Preference for Privately-Owned U.S.- Flag Commercial Vessels (46 U.S.C. 1241)(flow down not required for subcontracts awarded beginning May 1, 1996)., and

(5) 52.222-41, Service Contract Act of 1965, As Amended (41 U.S.C. 351, et seq.).

(End of clause)

52.228-5 INSURANCE--WORK ON A GOVERNMENT INSTALLATION (JAN 1997)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective (1) for such period as the laws of the State in which this contract is to be performed prescribe, or (2) until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

(End of clause)

52.232-18 AVAILABILITY OF FUNDS (APR 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent

upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond **30 September 2002**. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond **30 September 2002**, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

52.237-2 PROTECTION OF GOVERNMENT BUILDINGS, EQUIPMENT, AND VEGETATION (APR 1984)

The Contractor shall use reasonable care to avoid damaging existing buildings, equipment, and vegetation on the Government installation. If the Contractor's failure to use reasonable care causes damage to any of this property, the Contractor shall replace or repair the damage at no expense to the Government as the Contracting Officer directs. If the Contractor fails or refuses to make such repair or replacement, the Contractor shall be liable for the cost, which may be deducted from the contract price.

52.243-1 CHANGES--FIXED-PRICE (AUG 1987) - ALTERNATE I (APR 1984)

(a) The Contracting Officer may at any time, by written order, and without notice to the sureties, if any, make changes within the general scope of this contract in any one or more of the following:

(1) Description of services to be performed.

(2) Time of performance (i.e., hours of the day, days of the week, etc.).

(3) Place of performance of the services.

(b) If any such change causes an increase or decrease in the cost of, or the time required for, performance of any part of the work under this contract, whether or not changed by the order, the Contracting Officer shall make an equitable adjustment in the contract price, the delivery schedule, or both, and shall modify the contract.

(c) The Contractor must assert its right to an adjustment under this clause within 30 days from the date of receipt of the written order. However, if the Contracting Officer decides that the facts justify it, the Contracting Officer may receive and act upon a proposal submitted before final payment of the contract.

(d) If the Contractor's proposal includes the cost of property made obsolete or excess by the change, the Contracting Officer shall have the right to prescribe the manner of the disposition of the property.

(e) Failure to agree to any adjustment shall be a dispute under the Disputes clause. However, nothing in this clause shall excuse the Contractor from proceeding with the contract as changed.

252.204-7004 REQUIRED CENTRAL CONTRACTOR REGISTRATION. (MAR 2000)

(a) Definitions.

As used in this clause--

(1) Central Contractor Registration (CCR) database means the primary DoD repository for contractor information required for the conduct of business with DoD.

(2) Data Universal Numbering System (DUNS) number means the 9-digit number assigned by Dun and Bradstreet Information Services to identify unique business entities.

(3) Data Universal Numbering System +4 (DUNS+4) number means the DUNS number assigned by Dun and Bradstreet plus a 4-digit suffix that may be assigned by a parent (controlling) business concern. This 4-digit suffix may be assigned at the discretion of the parent business concern for such purposes as identifying subunits or affiliates of the parent business concern.

(4) Registered in the CCR database means that all mandatory information, including the DUNS number or the DUNS+4 number, if applicable, and the corresponding Commercial and Government Entity (CAGE) code, is in the CCR database; the DUNS number and the CAGE code have been validated; and all edits have been successfully completed.

(b)(1) By submission of an offer, the offeror acknowledges the requirement that a prospective awardee must be registered in the CCR database prior to award, during performance, and through final payment of any contract resulting from this solicitation, except for awards to foreign vendors for work to be performed outside the United States.

(2) The offeror shall provide its DUNS or, if applicable, its DUNS+4 number with its offer, which will be used by the Contracting Officer to verify that the offeror is registered in the CCR database.

(3) Lack of registration in the CCR database will make an offeror ineligible for award.

(4) DoD has established a goal of registering an applicant in the CCR database within 48 hours after receipt of a complete and accurate application via the Internet. However, registration of an applicant submitting an application through a method other than the Internet may take up to 30 days. Therefore, offerors that are not registered should consider applying for registration immediately upon receipt of this solicitation.

(c) The Contractor is responsible for the accuracy and completeness of the data within the CCR, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the CCR database after the initial registration, the Contractor is required to confirm on an annual basis that its information in the CCR database is accurate and complete.

(d) Offerors and contractors may obtain information on registration and annual confirmation requirements by calling 1-888-227-2423, or via the Internet at <http://www.ccr2000.com>.

(End of clause)

252.223-7006 PROHIBITION ON STORAGE AND DISPOSAL OF TOXIC AND HAZARDOUS MATERIALS (APR 1993)

(a) "Definitions".

As used in this clause --

(1) "Storage" means a non-transitory, semi-permanent or permanent holding, placement, or leaving of material. It does not include a temporary accumulation of a limited quantity of a material used in or a waste generated or resulting from authorized activities, such as servicing, maintenance, or repair of Department of Defense (DoD) items, equipment, or facilities.

(2) "Toxic or hazardous materials" means:

(i) Materials referred to in section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980 (42 U.S.C. 9601(14)) and materials designated under section 102 of CERCLA (42 U.S.C. 9602) (40 CFR part 302);

(ii) Materials that are of an explosive, flammable, or pyrotechnic nature; or

(iii) Materials otherwise identified by the Secretary of Defense as specified in DoD regulations.

(b) In accordance with 10 U.S.C. 2692, the Contractor is prohibited from storing or disposing of non-DoD-owned toxic or hazardous materials on a DoD installation, except to the extent authorized by a statutory exception to 10 U.S.C. 2692 or as authorized by the Secretary of Defense or his designee.

(End of clause)

952.000-4006 CONTRACT ADMINISTRATION DATA

After award, contract will be administered by Supplies and Services Branch (CT-S), U.S. Army Corps of Engineers - Mobile District, P.O. Box, 2288, Mobile, Alabama 36628-0001, Telephone (334) 441-5519.

952.000-4018 SUBLETTING

Subletting of this contract will not be allowed except under emergency conditions or other reasons approved by the Contracting Officer or his designated representative. Subletting this contract in order to assume another contract is strictly prohibited and such action will be considered grounds for immediate termination of contract.

TERMINATION

Failure of the contractor to provide items in full and complete services listed in the scope of work and gate attendant handbook may be grounds for termination. Inappropriate conduct or unacceptable actions of the park attendants will, with due consideration, be grounds for immediate cancellation of the contract. Examples for immediate dismissal include but are not limited to, the following:

- (1) Consumption of alcoholic beverages or intoxication while on duty,
- (2) Cursing or harassment of visitors or Corps of Engineers personnel,
- (3) Theft of money or supplies,
- (4) Unwarranted physical contact with visitors or Corps of Engineers personnel, and
- (5) Recurring written and/or verbal complaints from visitors and/or Corps of Engineers personnel for nonperformance or lack of consideration.

952.000-4021 DESIGNATION OF AUTHORIZED REPRESENTATIVE OF THE CONTRACTING OFFICER

Effective on the date of award, the Site Operations Manager is delegated authority to act as the Authorized Representative of the Contracting Officer, without power of redelegation, for the purpose of discharging the following duties of the Contracting Officer:

- a. Determine acceptability of work performed.

b. Approve payments

This delegation will remain in effect until completion of the contract unless sooner rescinded in writing by the Contracting Officer.

952.000-4035 JOINT VENTURE BID REQUIREMENTS

When bidding as a joint venture, all members of the joint venture must sign all contract documents and must complete the Representations and Certifications unless a written agreement by the joint venture is furnished with the bid designating one firm with the authority to bind the other member(s) of the joint venture. In addition, a copy of the joint venture agreement must be submitted with the bid. Failure to comply with the foregoing requirements may render the bid as non-responsive.

952.000-4036 REQUIRED INSURANCE

The contractor shall procure and maintain during the entire period of his performance under this contract the following minimum insurance in accordance with the Contract Clause entitled "Insurance-Work on a Government Installation."

Comprehensive Automobile Liability Insurance:

Bodily injury coverage with minimum limits of \$250,000 per person and \$500,000 per occurrence. Property Damage Coverage with a minimum limit of \$200,000 per occurrence.

At all times during performance, the Contractor shall maintain with the Contracting Officer a current Certificate of Insurance showing at least the insurance required above, and providing thirty (30) days written notice to the Contracting Officer by the insurance Company prior to cancellation or material change in policy coverage. Current Certificate of Insurance shall be furnished to the Contracting Officer within five (5) days after award of contract.

952.000-4052 REQUIREMENT FOR BONDING

Upon award of a contract, the contractor shall be required to furnish a "Business Services", "Fidelity" or "Dishonesty" bond in the amounts of \$1,000.00, \$3,000.00, or \$5,000.00 according to the actual park site. The bond amount required for each park is listed in the "Specific Recreation Area Description Sheets". Instead of furnishing one of the foregoing specified bonds, the contractor has the following options:

- a. Depositing certain United States bonds or notes in an amount equal to their par in the total amount of the bond; or
- b. Furnishing a certified or cashier's check, bank draft, postal money order, or currency, in the amount equal to the penal sum of the bond. Certified or cashier's checks shall be made payable to the Finance and Accounting Officer, U.S. Army Engineer District, Mobile (USAED, Mobile).

952.000-4199 BOARD OF CONTRACT APPEALS

The agency board of contract appeals having jurisdiction over all appeals from final decisions of the Contracting Officer under the Contract Disputes Act of 1978 is the Armed Services Board of Contract Appeals, Skyline Six, 5109 Leesburg Pike, 7TH Floor, Falls Church, Virginia 22041.#

952.000-4641 PROHIBITION AGAINST CONTRACTING WITH INDIVIDUALS OR ENTITIES DESIGNATED AS SIGNIFICANT NARCOTICS TRAFFICKERS

Pursuant to Executive Order 12978 entitled "Blocking Assets and Prohibiting Transactions with Significant Narcotic Traffickers" dated October 21, 1995, the offeror certifies that it has not and will not be involved in business transactions with individuals or business entities designated as significant narcotics traffickers under this Executive Order. For a current listing of specially designated nationals and blocked persons, contact the Office of Foreign Assets Control, Department of the Treasury, Washington, DC 22201; telephone 202/622-2420.

(End of clause)

THE FOLLOWING CLAUSES WILL APPLY TO BIDS FOR OKATIBBEE LAKE ONLY.**52.236-13 ACCIDENT PREVENTION (NOV 1991)**

- (a) The Contractor shall provide and maintain work environments and procedures which will
 - (1) safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities;
 - (2) avoid interruptions of Government operations and delays in project completion dates; and
 - (3) control costs in the performance of this contract.
- (b) For these purposes on contracts for construction or dismantling, demolition, or removal of improvements, the Contractor shall-
 - (1) Provide appropriate safety barricades, signs, and signal lights;
 - (2) Comply with the standards issued by the Secretary of Labor at 29 CFR Part 1926 and 29 CFR Part 1910; and
 - (3) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for the purposes are taken.
- (c) If this contract is for construction or dismantling, demolition or removal of improvements with any Department of Defense agency or component, the Contractor shall comply with all pertinent provisions of the latest version of U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, in effect on the date of the solicitation.
- (d) Whenever the Contracting Officer becomes aware of any noncompliance with these requirements or any condition which poses a serious or imminent danger to the health or safety of the public or Government personnel, the Contracting Officer shall notify the Contractor orally, with written confirmation, and request immediate initiation of corrective action. This notice, when delivered to the Contractor or the Contractor's representative at the work site, shall be deemed sufficient notice of the noncompliance and that corrective action is required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any stop work order issued under this clause.
- (e) The Contractor shall insert this clause, including this paragraph (e), with appropriate changes in the designation of the parties, in subcontracts.

952.000-4007 U.S. ARMY CORPS OF ENGINEERS SAFETY AND HEALTH REQUIREMENTS MANUAL, EM 385-1-1

This paragraph applies to contracts and purchase orders that require the contractor to comply with EM 385-1-1 (e.g., contracts that include the Accident Prevention clause at FAR 52.236-13 and/or other safety provisions). EM 385-1-1 and its changes are available at <http://www.hq.usace.army.mil>. (At the HQ homepage, select Organization, Safety and Occupational Health, Safety and Occupational Health Home page, and Safety Publications.) The Contractor shall be responsible for complying with the current edition and all changes posted on the web through the date that is 10 calendar days prior to the date offers are due. If the solicitation is amended to extend the time set for receipt of offers, the 10 calendar days rule stated above shall be applied against the amended date. (For example, if offers are due on 10 April, all changes posted on or before 31 March shall apply

to the contract. If the time for receipt of offers is extended from 10 April to 20 April, all changes posted on or before 10 April shall apply to the contract.)

(End of paragraph number 952.000-4007)

952.000-4036 REQUIRED INSURANCE

The contractor shall procure and maintain during the entire period of his performance under this contract the following minimum insurance in accordance with the Contract Clause entitled "Insurance-Work on a Government Installation."

Comprehensive General Liability Insurance:

Bodily injury coverage with minimum limits of \$500,000 per occurrence.

At all times during performance, the Contractor shall maintain with the Contracting Officer a current Certificate of Insurance showing at least the insurance required above, and providing thirty (30) days written notice to the Contracting Officer by the insurance Company prior to cancellation or material change in policy coverage. Current Certificate of Insurance shall be furnished to the Contracting Officer within five (5) days after award of contract.

THE FOLLOWING CLAUSES WILL APPLY TO BIDS WITH OPTIONS ONLY.**52.217-4 EVALUATION OF OPTIONS EXERCISED AT TIME OF CONTRACT AWARD (JUN 1988)**

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate the total price for the basic requirement together with any option(s) exercised at the time of award.

(End of provision)

52.217-7 OPTION FOR INCREASED QUANTITY --SEPARATELY PRICED LINE ITEM (MAR 1989)

The Government may require the delivery of the numbered line item, identified in the Schedule as an option item, in the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days. Delivery of added items shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 60 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 24 months.

(End of clause)